



RIO DELL CITY COUNCIL AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, JULY 16, 2019
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

WELCOME - By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.



In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting. Assistance listening devices are now available for the hearing impaired. Please see the City Clerk for a receiver.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CEREMONIAL MATTERS

- 1) 2019/0716.01 - Appointment to Fill Vacated City Council Seat (**ACTION**) 1
- 2) 2019/0716.02 - Swearing in and Seating of Newly Appointed Councilmember

E. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

F. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

- 1) 2019/0716.03 - Approve Minutes of the June 18, 2019 Regular Meeting
(ACTION) 12
- 2) 2019/0716.04 - Approve Resolution No. 1427-2019 Approving
Designation of Voting Delegate for the League of
California Cities 2019 Annual Conference **(ACTION)** 24
- 3) 2019/0716.05 - Approve Resolution No. 1428-2019 Adopting Employee
Compensation Schedule for FY 2019-20 **(ACTION)** 27
- 4) 2019/0719.06 - Approve Resolution No. 1429-2019 Reaffirming
Resolution No. 683 regarding Undergrounding of Utilities
Rule 20A **(ACTION)** 30
- 5) 2019/0716.07 – Approve Resolution No. 1430-2019 Supporting United
States Bike Route 95 and Approval of Related Letter of
Support **(ACTION)** 45
- 6) 2019/0716.08 – Approve extension of Rio Dell Remedies Conditional
Use Permit application submittal deadline **(ACTION)** 50
- 6) 2019/0716.09 – Receive and File Check Register for June 2019 **(ACTION)**
53

G. ITEMS REMOVED FROM THE CONSENT CALENDAR

H. REPORTS/STAFF COMMUNICATIONS

- 1) 2019/0716.10- City Manager/Staff Update **(RECEIVE & FILE)** 57

I. SPECIAL PRESENTATIONS/STUDY SESSIONS

J. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 1) 2019/0716.11 – Discussion on Permanent Supportive Housing (DANCO)
Outreach **(DISCUSSION/POSSIBLE ACTION)** 80
- 2) 2019/0716.12 - Discussion on Parks, Recreational or Outdoor Assets
and related Survey **(DISCUSSION/POSSIBLE ACTION)**

- 3) 2019/0716.13 - Approval to Draft a Revenue Sharing Agreement with County of Humboldt Related to Wind Energy Project with related approval of letter to the Board of Supervisors **(DISCUSSION/POSSIBLE ACTION)** 130
- 4) 2019/0716.13 - Approve Appointments to the External Boards, Committees and Commissions **(DISCUSSION/POSSIBLE ACTION)** 133

K. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

L. COUNCIL REPORTS/COMMUNICATIONS

M. ADJOURNMENT

*The next regular City Council meeting is scheduled for
Tuesday, August 6, 2019 at 6:30 p.m.*

*675 Wildwood Avenue
Rio Dell, CA 95562*



TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager

DATE: July 16, 2019

SUBJECT: Appointment to Fill Vacated City Council Seat

RECOMMENDATION

Allow applicants the opportunity to make a short presentation, open for questions and vote to appoint one of the applicants to the City Council in accordance with the procedures outlined in Resolution No. 1127-2011.

BACKGROUND AND DISCUSSION

A vacancy exists on the City Council with the resignation of Councilmember Bryan Richter effective June 4, 2019. To fill the vacancy, the City may either appoint a person to fill the vacated seat until the next general election on November 3, 2020, or call a special election. The City Council at their meeting of June 18, 2019 voted to fill the vacancy by appointment.

The Notice of Vacancy was posted on June 14, 2019, and again on June 20, extending the application deadline to July 10, 2019. As of the close of the application period, three (3) applications were received. The three (3) applicants are as follows:

- Gordon Johnson
- Amanda Carter
- Alonzo Bradford

Under the California Elections Code, the City Council must fill the vacancy by appointment within 60 days from the commencement of the vacancy, which in this case is August 3, 2019, or call a special election. The person appointed would serve until the November 3, 2020 general election.

The applicant selected to fill the vacancy will be sworn in and seated immediately following the appointment. Ballots will be provided at the meeting.

Attachments:

(3) Applications for City Council
Resolution No. 1127-2011



RECEIVED
6-19-19
RW



CITY OF RIO DELL
APPLICATION FOR CITY COUNCIL APPOINTMENT

Thank you for expressing your interest in serving the community as an appointed member of the Rio Dell City Council. All applicants must be a registered voter of the City of Rio Dell and permanently reside within the City of Rio Dell at the time of application. The appointed Councilmember will be required to file a Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 required by California Government Code §87200 et seq. and the City of Rio Dell Conflict of Interest Code.

This application is considered a public record pursuant to the California Public Records Act (Government Code §6520 et seq.) and may be made available to any member of the public upon request.

PERSONAL DATA:

Name: Gordon Johnson

Address Where you Reside: 165 Sequoia Ave

Mailing Address (if different): PO Box 91

Home Phone: 764-3050 Cell Phone: 296-0114

Email Address: gordar20att.net

EDUCATIONAL DATA:

High School: Eureka High, Eureka, CA (1963)

College/University: Humboldt State College (1968)

EMPLOYMENT DATA:

Current Employer/Occupation When Employed: Retired Civil Engineer

GENERAL INFORMATION:

Are you a former employee of the City of Rio Dell? _____ Yes ☒ No

If yes, please indicate which department and dates of employment: _____

Are you related to any person currently employed by the City of Rio Dell? _____ Yes ☒ No

If yes, please indicate name, relationship and department employee works in: _____

Have you ever been convicted of or plead guilty to a felony or been removed from a public office?

_____ Yes ☒ No

Do you currently serve on a City Board or Commission? _____ Yes ☒ No

If yes, please list: _____

Please list any past or present community involvement: Rio Dell Planning Comm
(1-2011 to 5-2013), Rio Dell City Council (5/13 - 12/18)

Please explain why you are interested in the appointment and what you, as a City Councilmember, would offer to the City Council and the community:

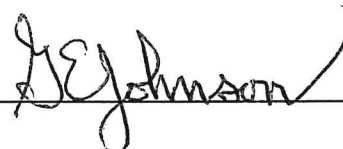
Prior to moving
to Rio Dell I served as City Engineer/Director of
Public Works, I believe I can look at issues from
staff's viewpoint. As a council member for
5+ years I feel I have fairly represented
the community members and fellow Council
members.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or entity, or have a contract with or any obligation to any person or entity, that might appear to constitute a conflict of interest for a City Council member? For purposes of this question, "entity" specifically includes, but is not limited to, the City of Rio Dell and any entity which receives funds from the City. _____ Yes ☒ No

If yes, please explain:

CERTIFICATE OF APPLICANT:

I certify that: 1) I am a registered voter of the City of Rio Dell; 2) I permanently reside within the City limits of the City of Rio Dell; and 3) all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 6/18/19 SIGNATURE: 

RETURN COMPLETED APPLICATION TO:

Karen Dunham, City Clerk
675 Wildwood Avenue
Rio Dell, CA 95562
Phone: 764-3532
admin1@riodellcity.com



RECEIVED

5/5/19



CITY OF RIO DELL APPLICATION FOR CITY COUNCIL APPOINTMENT

Thank you for expressing your interest in serving the community as an appointed member of the Rio Dell City Council. All applicants must be a registered voter of the City of Rio Dell and permanently reside within the City of Rio Dell at the time of application. The appointed Councilmember will be required to file a Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 required by California Government Code §87200 et seq. and the City of Rio Dell Conflict of Interest Code.

This application is considered a public record pursuant to the California Public Records Act (Government Code §6520 et seq.) and may be made available to any member of the public upon request.

PERSONAL DATA:

Name: AMANDA CARTER

Address Where you Reside: 129 Meadowbridge

Mailing Address (if different): _____

Home Phone: N/A Cell Phone: 707-672-9597

Email Address: nanners703@gmail.com

EDUCATIONAL DATA:

High School: Monrovia High School

College/University: Humboldt State University : BA & MA

EMPLOYMENT DATA:

Current Employer/Occupation When Employed: Healthspart / Personal Trainer

GENERAL INFORMATION:

Are you a former employee of the City of Rio Dell? _____ Yes ☒ No

If yes, please indicate which department and dates of employment: _____

Are you related to any person currently employed by the City of Rio Dell? _____ Yes ☒ No

If yes, please indicate name, relationship and department employee works in: _____

Have you ever been convicted of or plead guilty to a felony or been removed from a public office?

_____ Yes ☒ No

Do you currently serve on a City Board or Commission? _____ Yes ☒ No

If yes, please list: _____

Please list any past or present community involvement: Volunteer - Six Rivers
Planned Parenthood ; Volunteer - Bless the
Beats ; Volunteer - Hospice of Humboldt

Please explain why you are interested in the appointment and what you, as a City Councilmember, would offer to the City Council and the community: I love Rio

Dell! My husband & I have lived here for 10 years & I want
to be helpful to the community. I have excellent communication
skills - both written & verbal - & I work very well with other
people. I'm good at making decisions based on what is good
for the community, not just based on my own personal opinions.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or entity, or have a contract with or any obligation to any person or entity, that might appear to constitute a conflict of interest for a City Council member? For purposes of this question, "entity" specifically includes, but is not limited to, the City of Rio Dell and any entity which receives funds from the City. _____ Yes ☒ No

If yes, please explain:

CERTIFICATE OF APPLICANT:

I certify that: 1) I am a registered voter of the City of Rio Dell; 2) I permanently reside within the City limits of the City of Rio Dell; and 3) all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: May 15, 2019 SIGNATURE: 

RETURN COMPLETED APPLICATION TO:

Karen Dunham, City Clerk
675 Wildwood Avenue
Rio Dell, CA 95562
Phone: 764-3532
admin1@riodellcity.com

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532

RECEIVED
6-20-19
RDA



APPLICATION FOR COMMITTEE/BOARD

NAME Alonzo Bradford DATE 06-20-19
ADDRESS 30 Monument rd. apt #1 HOME PHONE 323-384-9977
Rio Dell, CA 95562 BUSINESS PHONE _____

I AM INTERESTED IN SERVING ON THE FOLLOWING COMMITTEE/BOARD:

City Council

OCCUPATION Self-employed

HOW LONG HAVE YOU LIVED IN RIO DELL? 3 yrs

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES Business Owner, Recycle
and river clean up. I've been active in my communities since age 9.

Feeding the homeless, passing out informative fliers, creating power points, scheduling,

ADDITIONAL PERTINENT INFORMATION/REFERENCES I'm eager to serve
the community, any way I can.

References: local businesses, Humboldt County Planning department

EDUCATION H.S. diploma 2006, B.S. AIU Computer Science '09

Please answer the following two questions:

Why are you interested in serving on this committee/board? I want to take part in the
process of bringing process and positive change to my community.

What special talents, experience or education do you possess that will be useful in this position?

My special talent is still being developed. I'm excellent in the
following fields: computers, law, Business and am a quick learner.

My experience comes from life, whether it's voter reg, meetings, drafting ordinance
creating presentations, I want to be prepared to grab interest.

Note: A Resume may be attached

If you have any questions or need additional information, please contact the City Clerk at (707)
764-3532

Return form to the City Clerk
City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562

RESOLUTION NO. 1127-2011
A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RIO DELL PROVIDING A PROCEDURE FOR
APPOINTMENTS BY THE CITY COUNCIL
FOR VACANT POSITIONS ON THE CITY
COUNCIL AND COMMISSIONS

WHEREAS, the City Council is authorized under RDMC Section 2.55 to establish and by a majority vote appoint individuals to commissions, boards and committees; and

WHEREAS, City Council desires to use the same system to select the Mayor and Mayor Pro Tempore as is used to appoint individuals to commissions, boards and committees; and

WHEREAS, when vacancies occur on the City Council and Commissions, the City Council will vote to appoint replacements for the duration of the term (or for a full term when an election is planned and less candidates file than the number of seats that will become vacant); and

WHEREAS, the City Council desires that a set of procedures be in place to formally guide the voting process;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell that:

1. Upon notice of a vacancy, an application time period shall be designated whereby interested applicants may complete an application to fill the vacant seat.
2. Names of all qualified applicants shall be placed in nomination for the vacant Seat.
3. All Councilmembers shall be considered nominated for Mayor and Mayor Pro Tempore (with the exception of the newly appointed Mayor). Any Councilmember may decline nomination for Mayor or Mayor Pro-Tempore.
4. Applicants shall be given an opportunity to make a short presentation to the Council at a public meeting.
5. At a City Council meeting where the vacancy is agenized, each Councilmember will write the name of the applicant of their choice, and sign their ballot.
6. The ballots will be passed to the City Clerk to be counted and announced by name and for whom they voted.
7. If an applicant receives 3 or more votes, that candidate is chosen for the vacancy. Otherwise, there will be a runoff ballot between the top 2 applicants. Applicants receiving 2 votes will be placed in the runoff, and a separate vote shall be held for those receiving 1 vote if only 1 applicant has 2 votes (i.e. 2,1,1,1).

7. In the case of ties, a revote will be held.
8. After 3 ties, the Council will declare that the item be continued and placed on the next regular agenda.
9. At the next regular or special council meeting where the continued item is agendized, the Council shall re-vote up to 2 more times in the same manner as described above. In the event there is still a tie vote, the Council will declare a deadlock and reopen the application process.

BE IT FURTHER RESOLVED, that the procedure for establishing a system for City Council appointments to commissions, boards and committees and procedures for the selection of Mayor and Mayor Pro Tempore as described in Resolution Nos. 416, 625, 700, and 822-1-2002 are hereby repealed and replaced with the procedure described above.

PASSED AND ADOPTED by the City Council of the City of Rio Dell on this 6th day of September, 2011 by the following vote:

AYES:	Woodall, Leonard, Marks, Thompson, Wilson
NOES:	None
ABSENT:	None
ABSTAIN:	None

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 18, 2019**

The regular meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Garnes.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Strahan and Wilson

Others Present: City Manager Knopp, Interim Finance Director Dillingham, Chief of Police Conner, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor and City Clerk Dunham

Absent: Community Development Director Caldwell

PUBLIC PRESENTATIONS

Ruth Allen addressed the Council regarding the Rio Dell-Scotia Garden Club. She indicated that there are currently only four (4) active participants but the idea is to clean up the Wildwood Ave. medians. She said that some of the plants have died so they need either to be pulled out or watered to see if they come back.

She also addressed the issue of dogs running at large in town and said that she has a small Corgi and used to walk around town with it but was attacked eight (8) times (by 7 pit bulls and 1 husky). Now she only walks at the river because of all the loose dogs. She also reported on a problem with her neighbors barking dogs. She commented that she talked to the police department about it and they sent them a letter but it did not do any good.

CONSENT CALENDAR

Mayor Garnes asked if any councilmember, staff or member of the public, would like to remove any item from the consent calendar for separate discussion. No consent items were removed.

Motion was made by Woodall/Wilson to approve the consent calendar including approval of the minutes of the June 4, 2019 regular meeting; authorizing the Finance Director to sign and submit the Regional Surface Transportation Program (RSTP) claim for Fiscal Year 2017-2018; approval of Resolution No. 1426-2019 extending employee contracts through June 30, 2020; approving Scope of Services from Hamanaka Painting Co. for painting of the Painter St. tank in the amount of \$24,867.71; approving the Climate Action Plan (CAP) Memorandum of Understanding and authorizing Mayor to sign; and to receive and file the check register for May. Motion carried 4-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp provided highlights of the staff report and began by introducing the new interim finance director, Cheryl Dillingham. He indicated that she would be working three (3) days a week (Monday-Wednesday). He also noted that there was a new person in the front office (Rosa Maciel) to fill in for Carmen Fisch while she is out on maternity leave and invited councilmembers to stop by and say hello.

He also reported that 27 Notices of Violation for tall grass and weeds were issued, with the assistance of the city clerk and finance department. The next step is to monitor the properties and hopefully get voluntary compliance and eliminate fire risk.

Councilmember Wilson referred to the update regarding the Humboldt County resident that made application to the California Department of Food and Agriculture to grow industrial hemp on a parcel off Rigby Ave. and asked if this person was a resident of Rio Dell.

City Manager Knopp indicated that the applicant was not a resident of Rio Dell but owned property in Rio Dell and Scotia.

Councilmember Wilson asked if the City's ordinance bans the cultivation of hemp.

City Manager Knopp commented that there are no current regulations in the City's code that prohibits growing commercial hemp. He reported that some of the other local jurisdictions have instituted bans and if the Council were interested in pursuing a ban, staff would research it and bring back a draft ordinance for consideration.

Councilmember Wilson asked if there was a market for industrial hemp and if it was used for medical treatments.

City Manager Knopp said that it is his understanding that a lot of CBD's that are sold and used for medical remedies are extracted from industrial hemp and that there are other uses for hemp as well.

Councilmember Wilson then questioned the city clerk on the timing for posting of the Notice of Vacancy on the City Council and the Nuisance Advisory Committee.

City Clerk Dunham explained that the Notice for the vacancy on the Nuisance Advisory Committee pertains to the ordinance before the Council this evening for its second reading and adoption. The notice was posted prior to final adoption of the ordinance to get the word out to the public. In the event the ordinance did not pass, the notice would be removed. The same applied to the Notice of Vacancy for the City Council should the Council make the

decision to go to a special election to fill the position rather than to fill the vacancy by appointment.

Mayor Pro Tem Woodall referred to the Police Department staff report and asked if Officer Carnahan was back on duty after his workers comp injury.

Chief Conner reported that Officer Carnahan was released to come back to work on light duty and has an appointment next month to see whether he can return to regular duty.

SPECIAL PRESENTATIONS/STUDY SESSIONS

Presentation – Recology Eel River – Approve Annual Rate Adjustment

City Manager Knopp noted a minor correction to the CPI rate adjustment presented in the staff report and said that Recology Eel River identified it as 1.9% but the correct number was 1.6%. He distributed a handout of the corrected rates.

Linda Wise from Recology Eel River provided a presentation on the annual rate review and explained that they entered into an agreement with Humboldt Waste Management Authority (HWMA) in August and estimated a rate structure for recycling processing for the period from September 5 through June 30. In going back to the cities for rate adjustments, they estimated the tonnage for materials collected. The estimated annual tonnage for Rio Dell was 150 tons and pro-rated down to 122 tons to account for the partial year agreement. The actual projected tonnage of recycling materials produced for Rio Dell was 204.82 tons so a portion of the rate increase is to recover the costs for the additional tonnage. The total rate increase was reported at \$0.68/month for a 30-gallon can, increasing a normal garbage bill from \$27.75 to \$28.43.

She pointed out that it is very difficult to project how much tonnage is being put through because it is a pass-through but they are now keeping very clean records of actual tonnage collected, not just throughout the Eel River area but also from individual cities so nothing will be co-mingled.

Councilmember Wilson asked if they were worse off regarding the amount of recycling by getting things they do not want and what the contamination rate is for recycled materials.

Linda Wise explained that contamination collected at the curb is more than estimated, but it is still cheaper for people to get rid of materials through recycling rather than disposal. In addition, it is better for the environment to recycle. She said that Indonesia is not going to be as stringent as China as far as recycling materials and explained that there is a cost to recycle but not as much as disposal costs. She reported an approximate 25% percent contamination rate collected at the curb.

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She encouraged everyone to strive toward zero waste and brought with her, reusable produce bags and bamboo toothbrushes, which she indicated, are totally compostable.

Mayor Garnes commented on the garbage bags the City sells to customers on behalf of Recology Eel River and said that the heavy white bags are now smaller lighter weight blue bags.

Linda Wise explained that the new bags are still designed to hold 50 pounds of material but the problem is volume.

City Manager Knopp asked if there was any update on the discussion of universal collection.

Linda reported that they were asked to see what it would look like as far as costs with all of the jurisdictions collectively moving in that direction compared to individually, noting that it would be very expensive for smaller cities to implement it alone. She said that they would be working on putting a package together after July 1.

Councilmember Strahan asked for clarification on the rate increase and asked if the \$0.68 increase was just for recycling.

Linda Wise explained that the \$0.68 increase is the total increase, bringing the regular monthly bill for a 30-gallon can from \$27.75 to \$28.43/month.

Motion was made by Woodall/Strahan to approve the proposed rate adjustment with Recology Eel River and accept it as an amendment to the Solid Waste and Recycling Franchise Agreement effective July 1, 2019. Motion carried 4-0.

Presentation – Humboldt Waste Management Authority (HWMA)

Jill Duffy, Executive Director of Humboldt Waste Management Authority (HWMA) provided a video presentation on the operation and maintenance activities of the organization to provide the City Council and the public with information on how trash is handled and the relationship between HWMA and the franchise haulers that handle curbside collection services.

HWMA was established in 1999 through a Joint Powers Agreement between the County of Humboldt and the cities of Arcata, Eureka, Blue Lake, Ferndale and Rio Dell. It is governed by a six-member Board of Directors (including Councilmember Wilson) who regularly meets and provides direction to the Authority's Executive Director.

Since its establishment in 1999, HWMA has been committed to waste reduction and materials diversion activities and have worked closely with the member agencies, franchise haulers and the public to identify opportunities to reduce, re-use and divert materials from the waste stream.

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Jill Duffy reviewed the list of objectives they were able to accomplish including in 2013, the adoption of a 10-year strategic plan, a long-term contract for transportation of materials, closure of the Cummings Landfill, stabilization of HWMA's finances, and issuance of an RFP for processing of curbside recyclables.

She noted that 13 semi-truck loads of materials per day are transported to the Dry Creek Landfill, which is 180 miles away. AB 1231 mandates 75% diversion from the landfills by 2020 and noted that approximately 15% of materials that go to recycling are not recyclable. She added that there are a lot of complexities but not mysteries with regard to recyclables.

In May, they adopted their budget with four straight years with no rate increase. They also expanded the residential hazardous waste drop-off to 6-days/week and will now take mattresses free of charge 7-days/week as well as appliances that do not contain Freon.

With regard to their 10-year Strategic Plan, they achieved all but one project. She commented that the solid waste industry is changing rapidly and the Strategic Plan calls for activity for more regional capacity but the problem is that they only have flow control over solid waste.

The local task force, consisting of one representative from each member agency (the City Manager as Rio Dell's representative) works together to identify and find solutions on regional issues of concern and figure out solutions. They have been struggling to get a quorum so really need support of the local task force members.

Mayor Pro Tem Woodall asked for the location of the Cummings Landfill and asked if the Table Bluff landfill was closed properly.

Ms. Duffy identified the location of the Cumming Landfill and noted that the closure of the Table Bluff landfill was managed by the County and was closed properly.

Councilmember Strahan suggested the HWMA brochure be put on the City's website.

City Manager Knopp indicated that the brochure was put on the City website as well as in the City Newsletter.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Review and approve process for filling vacated City Council seat

City Manager Knopp provided a staff report and reviewed the Council's options to fill the City Council vacancy, either by appointment or by special election. Under California statute, the appointment must be made within 60 days of the commencement of the vacancy, which in this case is August 3, 2019. Because Councilmember Richter resigned June 4, 2019, in the first half of the term of office and more than 130 days from the November election date, the

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appointed person would serve until November 2020 at which time the seat would be filled by election.

If the Council calls a special election, the special election must be held on the next regularly established election date not less than 114 days from the call of the special election. The next regularly established date on which the special election could occur is November 5, 2019 but the Council would need to call the election on or prior to July 15, 2019 to meet the required deadline. If the Council calls the election after that date, the next regularly established election date would be March 3, 2020.

In summary, staff explained that the estimated cost for a special election is \$6,500, in addition to the cost of returned Vote-By-Mail ballots, a cost that is determined by voter turnout.

Because of the timing of the vacancy and the cost associated with a special election, staff recommended the Council fill the vacated seat by appointment. With Council approval to proceed by filling the seat by appointment, staff would return at the next regular meeting to allow the Council the opportunity to interview the applicants and approve the appointment.

Mayor Garnes announced that she had a conflict with the next regularly scheduled meeting on July 2, and would not be able to attend. In addition, Mayor Pro Tem Woodall would be on vacation in Wyoming. As such, there would not be a quorum present for the meeting. She asked that the Council consider filling the vacancy by appointment rather than by special election.

Mayor Pro Tem Woodall pointed out that historically, vacant seats on the Council have been filled by appointment and suggested the Council proceed in the same manner. In the event of a tie vote, then the Council could call a special election.

Councilmember Wilson said he preferred to fill the vacancy by appointment due to the cost of a special election and perceived poor voter turnout.

Mayor Pro Tem Woodall commented that it is also hard to run the Council with only four members because of potential tie votes on issues. Councilmember Strahan agreed.

Consensus of the Council was that the vacated seat on the City Council be filled by appointment at the July 16, 2019 regular meeting.

City Clerk Dunham noted that with cancellation of the July 2, 2019 regular meeting, the deadline for submittal of applications from those wishing to be considered could be extended to July 10, 2019. Council concurred.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Approve Resolution No. 1425-2019 adopting the Fiscal Year 2019-20 Operating and Capital Budget and Personnel Allocation Table

City Manager Knopp provided a brief staff report and said that the first budget workshop was held on May 7, 2019 followed by subsequent meetings on May 14, 2019 and June 4, 2019. He noted that one of the main priorities of the Council for this year's budget was Code Enforcement and this budget maintains an allocation of \$30,000 for enhanced abatement process. In addition, the budget maintains an increase in the level of staffing in the police department. It was also noted that there were a number of cost increases in the police department expenditures including an increase in dispatch services, technical upgrades to the communications system, and new RIMS software to connect with other allied departments.

City Manager Knopp indicated that street work was also a high priority of the Council and the budget maintains a general fund street subsidy of \$130,000 as well as the rollover of unspent funds. In total, there is an allocation of \$180,000 for street repairs this fiscal year. He noted that the ATP project would also start this year, which will help increase bicycle and pedestrian connectivity. Other allocations included \$35,000 for an employee compensation study, \$30,000 each for water and wastewater rate studies, and the creation of an economic development fund with a \$300,000 transfer from the General Fund (\$46,400) for this year.

He continued with review of some minor changes to the budget since the last review, which included an increase of \$24,630 in salaries and benefits for a contract extension stipend, a correction of \$3,483 for vacation buyout not included in the proposed budget, and an \$11,212 correction for retirement and health benefits for new Police officers.

He thanked Interim Finance Director Dillingham for coming in during the late stages of the budget process and providing assistance, to Accountant Farley for helping to maintain continuity, the assistance from the other finance staff as well as department heads with regard to the budget process.

Interim Finance Director Dillingham said that she was pleased to be here and that staff had been very helpful. She noted that coming in at the end of the budget process is not the ideal situation but the process has gone well in spite of that. She said that she spent a lot of time reviewing the draft budget and that it looks good and reasonable. She commented that she would be working on putting together the draft budget book. She pointed out that one of the things that stood out slightly was that the local sales tax and the regular state sales tax reflected a difference of 42%, which indicates that the State's Bradley Burns Sales Tax might be being under collected. She also noted that she attended training with the City Manager and that related to SB-1, street revenues should be getting better.

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City Manager Knopp commented on the sales tax issue and said there is potential for a third party to come in and do an evaluation of the Bradley Burns Sales Tax allocation. He clarified that staff would come back to the Council for approval before entering into any contract.

Councilmember Wilson said that he was curious as to why the numbers are different and that it seems odd that there would be two separate sets of numbers for sales tax.

Councilmember Strahan commented that the budget spreadsheet presented in the packet looks different from the previous spreadsheet and noted that there was only one account in the red on the last spreadsheet and now there are nine accounts in the red under *Change in Reserves*, which concerns her. She indicated that the only account showing a negative change in the reserves before was the sewer fund.

City Manager Knopp explained that the spreadsheet was the same spreadsheet submitted at the last meeting with the exception of the three minor changes as reported. He said that staff would be happy to meet with her privately to go over it. He noted that the sewer fund was not the only fund in the red on the previous spreadsheet.

Mayor Pro Tem Woodall asked Councilmember Strahan if she just wanted her comments kept in mind for future discussions related to the budget.

Councilmember Strahan said that she wanted to keep this document available so when reports come in on the water and sewer funds, the Council would be able to refer to the spreadsheet.

Mayor Garnes called for public comment on the proposed budget.

Clark Abbott, 129 Meadowbridge Dr. questioned the ATP project and what the problem is with the intersection at Eeloa and Wildwood.

City Manager Knopp explained that the ATP project is a grant funded project and not related to the budget discussion.

Councilmember Wilson retrieved the June 4 City Council packet from his phone and noted that the spreadsheet was the same as the current spreadsheet at the City Manager indicated. He said that Councilmember Strahan must have been referring to a spreadsheet from a prior budget study session.

Motion was made by Woodall/Garnes to approve Resolution No. 1425-2019 adopting the Fiscal Year 2019-20 Operating and Capital Budget and Personnel Allocation Table. Motion failed 2-2 with Councilmembers Strahan and Wilson dissenting.

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Councilmember Wilson commented that it is worthy for the Council to understand the spreadsheet and that it is staff's responsibility to provide information that explains the changes.

Mayor Garnes stated that if nothing changed, there is no need for an updated spreadsheet. When an updated document is presented, the old one goes away. She noted that the question should have been raised during the discussion at the June 4 meeting.

City Manager Knopp said that he would like it reflected in the minutes that these questions were not asked when the agenda was published and not asked during the budget process so staff was only now hearing of these concerns.

Councilmember Strahan asked if the nine funds in the red were of concern to staff.

City Manager Knopp said that any fund in the red is a concern and it was discussed at length during the budget sessions however, if the Council wants to go over it again, staff can do that.

Interim Finance Director Dillingham referred to the last three columns of the spreadsheet and explained that the first column represents the change in reserves. She said where the numbers are negative it means that the City spent more than it took in. The next column was the estimated ending fund balance, which she noted were all positive numbers. The last column represents the 30% target reserve, noting that the Council's policy is to maintain a 15% reserve balance with a target of 30%. She pointed out that all of the funds except the ones in the resolution meet the 30% target so this is a healthy budget. She also noted that it is not uncommon to pull from reserves to balance the budget.

Councilmember Strahan expressed concern that the City has been short-staffed so to her this change in reserves is what the City's future is holding because the City is now fully staffed. Her concern was that there would be more funds being pulled from reserves in the coming years and that she wanted to be able to maintain the current level of staffing and still be able to run the city.

City Manager Knopp pointed out that without adoption of a budget, the previous fiscal year budget stands. To operate without a current budget is entering uncharted territory and would involve guidance from the City Attorney. He said that the prior year's budget does not address current expenditures or the current level of staffing. It also does not account for the increased cost for dispatching services, which will be due and payable on July 1. He added that Councilmember Strahan's concerns were not raised in a timely fashion despite the many previous meetings.

Councilmember Strahan said that she did not want to pay the City Attorney more money but because the City was not fully staffed the prior year and funds were still in the red she was

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concerned what would happen at the end of this fiscal year. In moving forward, she did not want to see layoffs. She added that it was very scary and the Council needs to be aware of the situation.

Motion was then made by Strahan/Woodall to approve Resolution No. 1425-2019 adopting the Fiscal Year 2019-20 Operating and Capital Budget and Personnel Allocation Table. Motion carried 4-0.

Second reading (by title only) and adoption of Ordinance No. 376-2019 amending Section 8.10 of the Rio Dell Municipal Code (RDMC) creating the Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer

City Manager Knopp provided a staff report and said that on April 16, 2019 the City Council identified Code Enforcement as its top priority for FY 2019-2020. On May 7, 2019, the Council met and provided direction to staff to return with language to create a neighborhood preservation committee or a nuisance advisory committee. As such, Chief of Police Conner drafted language and presented the draft ordinance to the Council for consideration at their June 4 regular meeting. At that time, the Council requested amendments be made to the draft ordinance such that the Nuisance Advisory Committee shall meet once per month, at a regularly scheduled time set by the City Manager.

The amendments to the ordinance were reviewed which abolished the Nuisance Hearing Committee and established a Nuisance Advisory Committee consisting of up to two members of the City Council, the City Manager, the Community Development Director, the Chief of Police and at least two, and not more than four members of the public. Another amendment was that the hearing officer be an attorney appointed by the City Manager who is in good standing or otherwise capable of conducting hearings.

Mayor Garnes opened the public hearing to receive public input on the proposed ordinance. There being no public comment, the public hearing closed.

Councilmember Wilson asked if there would be additional costs to the City for the appointed hearing officer attorney.

Chief of Police Conner noted that at the County they used attorneys at a reduced fee and provided the person requesting the hearing is not low income, they would be required to pay for the hearing officer.

Councilmember Wilson questioned whether the ordinance would need to be amended to better define "blight" to make it easier to enforce the code. He pointed out that blight in the City decreases property values and discourages people from coming here. He noted that you don't see inoperable vehicles in Ferndale and asked if the regulations could be tightened.

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Page 11

Chief of Police Conner commented that the County code is more specific with regard to their definition of "blight" and noted that there could be some specific language to identify the height of vegetation with regard to it becoming a nuisance.

Councilmember Wilson said that he was okay with the ordinance as presented but suggested it come back to the Council at a later date with better definitions.

Mayor Garnes commented that the Nuisance Advisory Committee could perhaps assist with revisions to the definitions. She agreed with Councilmember Wilson that if the ordinance is too vague, it is harder to enforce. She expressed the need to look at the ordinance and tighten it up if necessary.

Mayor Pro Tem Woodall referred to Section 8.10.020 *Definitions (A) Blight 1-8*, which describes what is considered as blight.

City Manager Knopp pointed out that what is at hand is the creation of a Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer. The definition of "blight" is another subject to be brought back to the Council at another time.

Motion was made by Wilson/Woodall to approve second reading (by title only) and adopt Ordinance No. 376-2019 amending Section 8.10 of the Rio Dell Municipal Code (RDMC) creating the Nuisance Advisory Committee and replacing the Nuisance Hearing Committee with a Nuisance Hearing Officer. Motion carried 4-0.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Strahan asked staff to provide Councilmembers with a current list of Council Committee Assignments. City Clerk Dunham advised the Council that she would put a copy in each of the Councilmember's mailboxes.

Councilmember Strahan announced that she would not be available to attend the next HCAOG meeting on June 20 and asked Mayor Pro Tem Woodall if she would be available to attend as alternate. Mayor Pro Tem Woodall agreed to attend in her absence.

Mayor Garnes reported on her attendance at the League of California Cities Environmental Committee meeting and said the focus of the meeting was on solid waste, recycling and storm water and that most of the Asian countries are pulling back on accepting recycled material.

Mayor Pro Tem Woodall asked how often the Traffic Committee met.

City Manager Knopp indicated that there is no set day and time and they meet on an as-needed basis.

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Councilmember Strahan questioned the status of the Danco application process and appointments to the Adhoc Committee.

City Manager Knopp commented that staff was able to send out information to the community regarding the process for applying for Danco housing but that he was not aware of the Council forming an Adhoc Committee to solicit applications.

Councilmember Strahan commented that there were members of the public that wanted to be on an adhoc committee to help people in Rio Dell get signed up and asked what the County was doing to assist in that process.

City Manager Knopp said he would provide Councilmember Strahan with the contact information for Sally Hewitt, the representative from the County Department of Human and Health Services (DHHS) who was in charge of that.

Councilmember Strahan asked that the matter be placed on the next agenda for discussion.

ADJOURNMENT

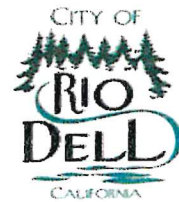
Motion was made by Wilson/Woodall to adjourn the meeting at 8:20 p.m. to the July 16, 2019 regular meeting. Motion carried 4-0.

Debra Garnes, Mayor

Attest:


Karen Dunham, City Clerk

675 Wildwood Avenue
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

FROM : Karen Dunham, City Clerk

THROUGH: Kyle Knopp, City Manager 

DATE: July 16, 2019

SUBJECT: Resolution No. 1427-2019 - Designation of Voting Delegate
for League of California Cities

RECOMMENDATION

Approve Resolution No. 1427-2019 designating Mayor Debra Garnes as the voting delegate for the League of California Cities 2019 Annual Conference on October 16-18 in Long Beach.

BUDGETARY IMPACT

None

BACKGROUND AND DISCUSSION

The League's 2019 Annual Conference is scheduled for October 16-18, 2019 in Long Beach. An important part of the conference is the Annual Business Meeting, scheduled for Friday, October 18, at such time, the League membership considers and takes action on resolutions that establish League policy.

In order for the City's representative to vote at the Annual Business Meeting, a voting delegate must be designated by the City Council in the form of a Resolution. A copy of the completed Voting Delegate Form along with a copy of the adopted resolution must be returned to the League's office prior to August 30, 2019 to allow the League staff time to establish voting delegate records prior to the conference.

ATTACHMENTS:

Resolution No. 1418-2019
Voting Delegate Form



**RESOLUTION NO. 1427-2019
RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF RIO DELL DESIGNATING A VOTING DELEGATE
FOR THE LEAGUE OF CALIFORNIA CITIES
2019 ANNUAL CONFERENCE**

WHEREAS, the League of California Cities bylaws requires the governing body to designate the City's voting delegate and up to two alternates; and

WHEREAS, Mayor Debra Garnes was previously appointed by the City Council as representative to the League of California Cities with Councilmember Bryan Richter as the alternate.

NOW, THEREFORE, the City Council of the City of Rio Dell does hereby resolve that ***Debra Garnes, Mayor***, is hereby appointed to serve as the City's voting delegate at the League of California Cities Annual Conference on October 16-18, 2019, in Long Beach, California. There will be no alternate voting delegate designated.

I HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 2nd day of July 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk



CITY: Rio Dell

2019 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: Debra Carnes

Title: Mayor

2. VOTING DELEGATE - ALTERNATE

Name: N/A

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: N/A

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: Karen Dunham

Email: dunhamk@cityofriodell.ca.gov

Mayor or City Clerk Karen Dunham
(circle one) (signature)

Date: 7-3-19 Phone: (707) 764-3532

Please complete and return by Friday, October 4, 2019

League of California Cities
ATTN: Darla Yacub
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: dyacub@cacities.org
(916) 658-8254

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
riodellcity.com*



July 16, 2019

TO: Rio Dell City Council

THROUGH: Kyle Knopp, City Manager

FROM: Cheryl Dillingham, Interim Finance Director

SUBJECT: Adoption of Resolution No. 1428-2019 Amending and Adopting the City Master Salary Table

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Approve adoption of Resolution No. 1428-2019 amending and adopting the City Master Salary Table.

BACKGROUND AND DISCUSSION

This item formally adds a D and E step to the Salary Schedule for the Chief of Police position.

As part of the extension of employee agreements approved by the Council on June 18th the Chief of Police Agreement was extended two years and a D and E step was directed to be added for the position.

///



RESOLUTION NO. 1428-2019
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF RIO DELL
AMENDING AND ADOPTING CITY MASTER SALARY TABLE

WHEREAS, the City of Rio Dell recognizes the value of adopting a salary schedule that promotes the recruitment and retention of employees; and

WHEREAS, a pay structure with competitive salaries is essential in attracting and retaining a skilled, motivated work force, thereby increasing the level of service to the City's residents; and

WHEREAS, a salary table helps provide transparency in compensation; and

WHEREAS, Section 36506 of the Government Code of the State of California provides that the City Council shall, by Resolution or Ordinance, fix the compensation for all appointive officers and employees.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Rio Dell hereby amends and adopts the following Master Salary Table and that all prior resolutions (Resolution No. 1397-2018 and 1405-2018) concerning compensation for City employees that are in conflict with this Resolution or the Master Salary Tables are hereby repealed, and this Resolution shall be effective July 16, 2019:

Peace Officers Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Police Officer	43,705	45,016	46,367	47,758	49,190
Police Corporal	48,075	49,517	51,003	52,533	54,109
Sergeant	53,895	55,512	57,178	58,893	60,659

Rio Dell Employee's Association

JOB TITLE	Salary Range				
	A	B	C	D	E
Accountant I	44,622	45,961	47,340	48,760	50,223
Accountant II	49,084	50,557	52,074	53,636	55,245
Admin. Assistant	30,356	31,266	32,204	33,170	34,166
Administrative Tech.	36,848	37,954	39,093	40,266	41,474
Fiscal Assistant I	29,919	30,816	31,740	32,692	33,673
Fiscal Assistant II	33,542	34,548	35,584	36,651	37,750
Office Assistant	24,839	25,584	26,352	27,142	27,956
PW Leadman	34,678	35,718	36,789	37,893	39,030
Records Tech.	34,130	35,154	36,209	37,295	38,414

Rio Dell Employee's Association (continued)

JOB TITLE	Salary Range				
	A	B	C	D	E
Sr. Fiscal Assistant	38,457	39,611	40,799	42,023	43,284
Utility Worker I	27,400	28,222	29,069	29,941	30,839
Utility Worker II	30,154	31,059	31,991	32,951	33,939
W/WW Plant Op. I	36,334	37,424	38,547	39,703	40,895
W/WW Plant Op. II	39,968	41,167	42,402	43,674	44,984
Operator In Training (OIT)	34,528	-	-	-	-

Contract Employees

JOB TITLE	Salary Range				
	A	B	C	D	E
City Clerk	53,644	55,253	56,911	58,618	60,377
City Manager	106,875	110,081	113,384		
Chief of Police	79,540	81,926	84,384	86,916	89,523
Finance Director	67,473	69,497	71,582		
Community Dev. Dir.	73,394	75,596	77,863	81,756	85,623
Wastewater Sup. Tr.	49,192				
Wastewater Sup.	58,050	59,791	61,585	63,432	65,335
Water/Streets Sup.	61,556	63,403	65,305	67,264	69,282

ELECTED OFFICIALS*	Salary Range				
	A	B	C	D	E
Mayor	-	-	-	-	-
Mayor Pro-tem	-	-	-	-	-
City Council Members	-	-	-	-	-
Planning Commissioner - Chair	-	-	-	-	-
Planning Commissioners	-	-	-	-	-

*Elected officials are reimbursed for travel expenses related to official duties

PASSED AND ADOPTED by the City of Rio Dell on this 16th day of July by the following roll call vote:

Ayes:

Noes:

Abstain:

Absent:

Debra Garnes, Mayor

ATTEST:

Karen Dunham, City Clerk


675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532




For Meeting of: July 16, 2019

☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager 

Date: June 27, 2019

Subject: Utility Underground District; Rule 20A

Recommendation:

That the City Council:

1. Adopt Resolution No. 1429-2019 reaffirming Resolution No. 683 regarding the undergrounding of utilities.

Background and Discussion

The City was recently contacted by PG&E regarding the City's Rule 20A utility undergrounding account (work credits). Rule 20A is a tariff program designed to convert overhead electrical lines to underground facilities. **Attachment 1** includes information from the Public Utilities Commission (PUC) regarding Rule 20A. PG&E has been contacting jurisdictions throughout the State.

In May of this year the City received the Rule 20A Work Credit Reallocation Notice from PG&E regarding the possibility of reallocating 1,575 work credits from the City to the City of Live Oak. Staff responded to the Notice requesting that the City's work credits not be reallocated to the City of Live Oak. PG&E requested information regarding the City's undergrounding district,

including all the resolutions associated with the undergrounding district. Staff provided the requested information.

After reviewing the submitted information, PG&E recently contacted the City (**Attachment 2**) and recommended that because the most current resolution, Resolution No. 683 (**Attachment 3**) was adopted in 1995, that the Council adopt a new resolution reaffirming that the City would like to continue to pursue the undergrounding of utilities along Wildwood Avenue. Most of the undergrounding was done about 20 years ago, but work was halted when the crews ran into possible petroleum plumes. Staff has prepared the recommended Resolution, included as **Attachment 4** for approval and adoption.

Below is a copy of the City's current Rule 20A account balance.

City of Rio Dell 2019	
Estimate of Current R20A Account Balance	
Lizette Burtis, Rule 20A Program Liaison	
Account Balance as of 03/31/19	\$457,358
5 Year Borrow	\$75,475
Adjusted Account Balance as of 06/27/19	\$532,833

Attachment 1: Public Utilities Commission (PUC) information regarding Rule 20A.

Attachment 2: Email from Lizette Burtis recommending the City reaffirm Resolution No. 683.

Attachment 3: Resolution No. 683.

Attachment 4: Resolution No. 1429-2019 reaffirming Resolution No. 683 regarding the undergrounding of utilities.

**CALIFORNIA PUBLIC UTILITIES COMMISSION
ORDER INSTITUTING RULEMAKING TO CONSIDER REVISIONS
TO ELECTRIC RULE 20 AND RELATED MATTERS**

Summary

This Order institutes a rulemaking proceeding to consider revisions to Rule 20, the Commission's program for replacement of overhead with underground electric facilities.

The Commission may revise or otherwise modify Rule 20, or take another course of action based on the Commission's assessment of which option is most likely to enhance the fair, efficient allocation of ratepayer funds to communities for the undergrounding of electric infrastructure in specified locations and circumstances. The Commission will primarily focus on revisions to Electric Tariff Rule 20A but may make conforming changes to the other parts of Rule 20.

1. Summary of Electric Tariff Rule 20A

Rule 20 defines the policies and procedures followed by the electric utilities to convert overhead power lines and other equipment to underground facilities. Rule 20A is part of Electric Tariff Rule 20 of the California investor-owned electric utilities, including Pacific Gas and Electric Company (PG&E), Southern California Edison Company (SCE), San Diego Gas & Electric Company (SDG&E), PacifiCorp, Bear Valley Electric Service Company (BVES), and Liberty Utilities (Liberty).¹ Under Rule 20A, these utilities annually allocate work credits to California's communities – either cities or unincorporated areas of counties – to

¹ Rule 20 includes four sets of rules – Rule 20A, 20B, 20C and 20D. While the rules are interrelated, the scope of this updated rulemaking focuses on revisions to Rule 20A and conforming changes to Rules 20B, 20C and 20D.

convert overhead electric facilities to underground. The communities accumulate their annual allocations until they have enough credits to fund an undergrounding project. After the local communities work with their utility to complete the project, the utility requests authorization from the Commission to include completed projects in its rate base and recover project costs from ratepayers.

As discussed in earlier Commission decisions, the public overwhelmingly supports the undergrounding of electric facilities for a variety of reasons. Undergrounding enhances safety and reliability, provides aesthetic benefits, and increases property values.² In general, undergrounding a facility may make the system more reliable (since the facility is protected by being underground). At the same time, undergrounding may make the electric system less resilient since accessing the line/facility is made more complicated (and therefore taking longer when compared to above-ground facilities).

The Commission has also approved parallel rules to Rule 20A for the undergrounding of communications lines and facilities. Undergrounding of electric and communication facilities often needs to be coordinated because utilities attach different types of infrastructure to utility poles; undergrounding only the electric facility may not achieve the public interest benefits of undergrounding.

When it established the Rule 20A undergrounding program, the Commission required that any such projects must have been determined, by the governing body of the community, to be in the public interest for one or more of the following reasons:³

² See, for example, Decision (D.) 73078 (67 CPUC 490, 512) and D.01-12-009 at 19.

³ The first three criteria date back to the 1967 creation of the program in D.73078. The Commission added the fourth criterion in 2001.

1. Undergrounding will avoid or eliminate an unusual heavy concentration of overhead electric facilities;
2. The street or road or right-of-way is extensively used by the general public and carries a heavy volume of pedestrian or vehicular traffic;
3. The street or road or right-of-way adjoins or passes through a civic area or public recreation area or an area of unusual scenic interest to the general public; and
4. The street or road or right-of-way is considered an arterial street or major collector as defined in the Governor's Office of Planning and Research Guidelines.

We note that the Rule 20A tariffs of PG&E and SDG&E also require that the governing body to acknowledge that wheelchair access is in the public interest and will be considered as a basis for defining the boundaries of projects that otherwise qualify for Rule 20A under the four criteria listed above.

Currently, annual work credit allocations are based on the amount allocated to a city or a county in 1990 as the base and adjusted for the following:

- 50% of the change from the 1990 total budgeted amount is allocated in the same ratio as the number of overhead meters in any city or unincorporated area to the total system overhead meters; and
- 50% of the change from the 1990 total budgeted amount is allocated in the same ratio as the total number of meters in any city or the unincorporated area to the total system meters.

The intent of this allocation formula is to insure that work credits are allocated equitably to all communities that need undergrounding of their overhead electric lines, but with slightly more weight given to those communities that have a greater undergrounding need.

In addition to meeting the public interest criteria listed above, the Rule 20A tariff requires that the local community has adopted an ordinance creating an underground district in the project area, requiring, among other things, (1) that all existing overhead communication and electric distribution facilities in such district shall be removed, (2) that each property installs the electrical facilities necessary to receive service from the utility's underground facilities, and (3) authorizing the utility to discontinue its overhead service.

The utilities work with the communities to plan and schedule conversion work. Each electric utility forecasts annual spending on these projects during its three-year General Rate Case (GRC) cycle based on its estimate on the projects that communities will be initiating during those years. Medium and large telecommunications and cable companies do not have GRCs and do not earn a rate of return on capital investment nor collect revenues from their customers in the same manner as the electric utilities. The cost to underground electric lines and facilities varies dramatically by location, with large differences between urban and rural settings. Once approved by the Commission, the utility earns a return on these capital investments.

Kevin Caldwell

From: Burtis, Lizette [L2B9@pge.com]
Sent: Thursday, June 20, 2019 3:53 PM
To: Kevin Caldwell
Subject: Rule 20A Resolution No. 683

Hi Kevin,

As we discussed on the phone, I would like to recommend that the underground resolution No. 683 be added as an agenda item for your next City Council Meeting. Since we intend to use this resolution to remove Sand City from the inactive community reallocation list and due to the age of the resolution, I think it would be wise to ensure the current council has seen and agreed that this is a project the city would like to pursue. This extra step will make the removal of Sand City from the inactive community list easy to defend.

I would appreciate it if you can let me know if this will be added to the agenda for the July 16th, 2019 Council Meeting

Thanks,

Lizette

Lizette Burtis | Rule 20A Program Liaison, Internal Program Management
Pacific Gas and Electric Company
707.577.1059 office | 323.1059 internal | 707.321.0206 cell | Lizette.Burtis@pge.com

RESOLUTION NO. 683

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AUTHORIZING THE UNDERGROUND INSTALLATION WIRES AND
FACILITIES FOR SUPPLYING ELECTRIC, COMMUNICATION OR SIMILAR OR
ASSOCIATED SERVICE, WITHIN THAT CERTAIN AREA OF THE CITY
DESIGNATED AS UTILITY DISTRICT NO. 2, AND SETTING A DATE ON
WHICH AFFECTED PROPERTY OWNERS MUST BE READY TO RECEIVE
UNDERGROUND SERVICE

WHEREAS, by Resolution No. 269, following a duly noticed public hearing, the Rio Dell City Council did approve the creation of Underground Utility District No. 1, which provided for the removal of poles, overhead wires and associated overhead structures, and the underground installation of wires and facilities for supplying electric, communication or similar or associated services, within the boundary of said District; and

WHEREAS, funds for the underground installation of said wires and facilities are allocated to the City of Rio Dell in the Underground Conversion Allocation Budget as administered by the Pacific Gas and Electric Company (PG&E) pursuant to California Public Utilities Commission Rule 20A; and

WHEREAS, the City has been advised by PG&E that the cumulative allocations of undergrounding funds for Rio Dell are now sufficient to complete the underground installation of wires and facilities within Underground Utility District No. 1; and

WHEREAS, the City has been notified by PG&E that a decision by the City not to proceed with the undergrounding work at this time would result in the reallocation of the City's underground conversion allocation funds to communities with "active" undergrounding programs, pursuant to the terms of the 5-year Reallocation Plan; and

WHEREAS, the City Council did conduct a public hearing on November 21, 1989, to receive public comment on the proposition of re-activating its undergrounding program in Underground Utility District No. 1, notice of said public hearing being given to all affected owners of real property within said District as appearing on the last equalized assessment roll; and

WHEREAS, the City is desirous of proceeding with the undergrounding program at this time;

WHEREAS, full construction for the underground installation cannot proceed at this time entirely within the Underground Utility District No. 1; and

WHEREAS, the boundary of Underground Utility District No. 1 was modified by Resolution No. 682 adopted by the City Council of the City of Rio Dell on April 4, 1995; and

WHEREAS, to keep with the intent of the formation of the Underground Utility District No. 1 described by Resolution No. 572 a new district designation is necessary consisting of the area described in Resolution No. 572 less the area described in Resolution No. 682.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rio Dell, that:

SECTION 1. The City Council does hereby reaffirm its decision creating Underground Utility District No. 1, as more fully described in Resolution No. 572 and is revising this District into two districts.

SECTION 2. The area described in Exhibit "A" of this Resolution is hereby declared an Underground Utility District, and is designated as Underground utility District No. 2 of the City of Rio Dell.

SECTION 3. The City Council does hereby fixes April 30, 1998 as the date on which affected property owners must be ready to receive underground service, and does hereby order the removal of all poles, overhead wires and associated overhead structures and the underground installation of wires and facilities for supplying electric, communication, or similar or associated service within Underground Utility District No. 2 on or before June 30, 1998;

SECTION 4. The utility which undertakes underground installation of its facilities shall use the underground conversion allocation computed pursuant to decisions of the Public Utilities Commission of the State of California for the purpose of providing to each premises in Underground Utility District No. 2 requiring it, a maximum of 100 feet of individual electric service trenching and conductor (as well as backfill, paving and conduit, if required). Each other serving utility will provide service trenching and conductor in accordance with its tariffs on file with the California Public Utilities Commission or as required by its Franchise Agreement with the City. Each property owner in Underground Utility District No. 1 shall be responsible for the installation and maintenance of the conduit and termination box located on, under or within any structure on the premises served.

SECTION 5. The City Clerk is hereby instructed to notify all affected utilities and all persons owning real property within Underground Utility District No. 2 of the adoption of this resolution within ten (10)

days after the date of such adoption. Said City Clerk shall further notify said property owners of the necessity that, of they or any person occupying such property desire to continue to receive electric, communication of other similar or associated service, they or such occupant shall, by the date fixed in this resolution, provide all necessary facility changes on their premises so as to receive such service from the lines of the supplying utility or utilities at a new location, subject to applicable rules, regulations and tariffs of the respective utility or utilities on file with the Public Utilities Commission of the State of California. Such notification shall be made by mailing a copy of this resolution together with a copy of said Ordinance No. 65, to affected property owners as such are shown on the last equalized assessment roll and to the affected utilities;

SECTION 6.

The City Council hereby finds as follows:
The Underground Utility District herein created is in the general public interest for the following reasons:

- (1) The undergrounding to be accomplished will avoid or eliminate an unusually heavy concentration of overhead distribution facilities.
- (2) The said streets, roads or rights of way adjoin or pass through a civic area.

PASSED AND ADOPTED this 4th day of April, 1995 by the following vote:

AYES: COUNCIL MEMBERS: Harmon, McCullough, Woodall and Mayor Ghilarducci


NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Cannady



Mayor, City of Rio Dell

ATTEST:



City Clerk, City of Rio Dell

EXHIBIT "A"
UNDERGROUND UTILITY DISTRICT NO. 2

Starting at Monument C at the Northwest corner of Second and A Streets (now Berkeley and First Streets respectively) as shown on Survey No. 12 by PM Schmook, L.S. No. 1282, recorded in Book 10 of Surveys, Pages 8 and 9, Humboldt County Records; thence North 37 degrees 08 minutes West 100 feet to the point of beginning;

Thence North 37 degrees 08 minutes West 45 feet;

Thence South 52 degrees 52 minutes West 112.07 feet;

Thence North 37 degrees 08 minutes West 105 feet to the Northwest corner of that land conveyed to J.P. Evalina Cordeiro by deed recorded July 11, 1977 under Recorders Serial No. 14958 in Volume 1426, Page 267, Humboldt County Records;

Thence South 52 degrees 52 minutes West 100.0 feet to the East line of the former State Highway;

Thence continuing Southwesterly 80 feet more or less to the Northwest corner of Ash Street with said State Highway;

Thence South 52 degrees 52 minutes West along the Northwesterly line of Ash Street 219.80 feet;

Thence South 37 degrees 08 minutes East 28.67 feet to the Southerly line of said Ash Street and the Northwesterly corner of that land conveyed to Carlo Marchetti, Jr. and Betty Woodson as Parcel Three by deed recorded March 27, 1975 under Recorders Serial No. 4870 in Volume 1281, Page 86, Humboldt County Records;

Thence South 34 degrees 06 minutes East 54.40 feet;

Thence North 52 degrees 52 minutes East 72.68 feet to the most westerly corner of that land conveyed to Angelo Barsanti, Jr. by deed recorded February 1, 1952 in Book 196 of Official Records, Page 292;

Thence South 37 degrees 08 minutes East 100.0 feet;

Thence South 52 degrees 52 minutes West 30.0 feet;

Thence South 37 degrees 08 minutes East 36.0 feet;

Thence South 58 degrees 44 minutes East 25.8 feet;

Thence South 37 degrees 08 minutes East 0.97 feet;

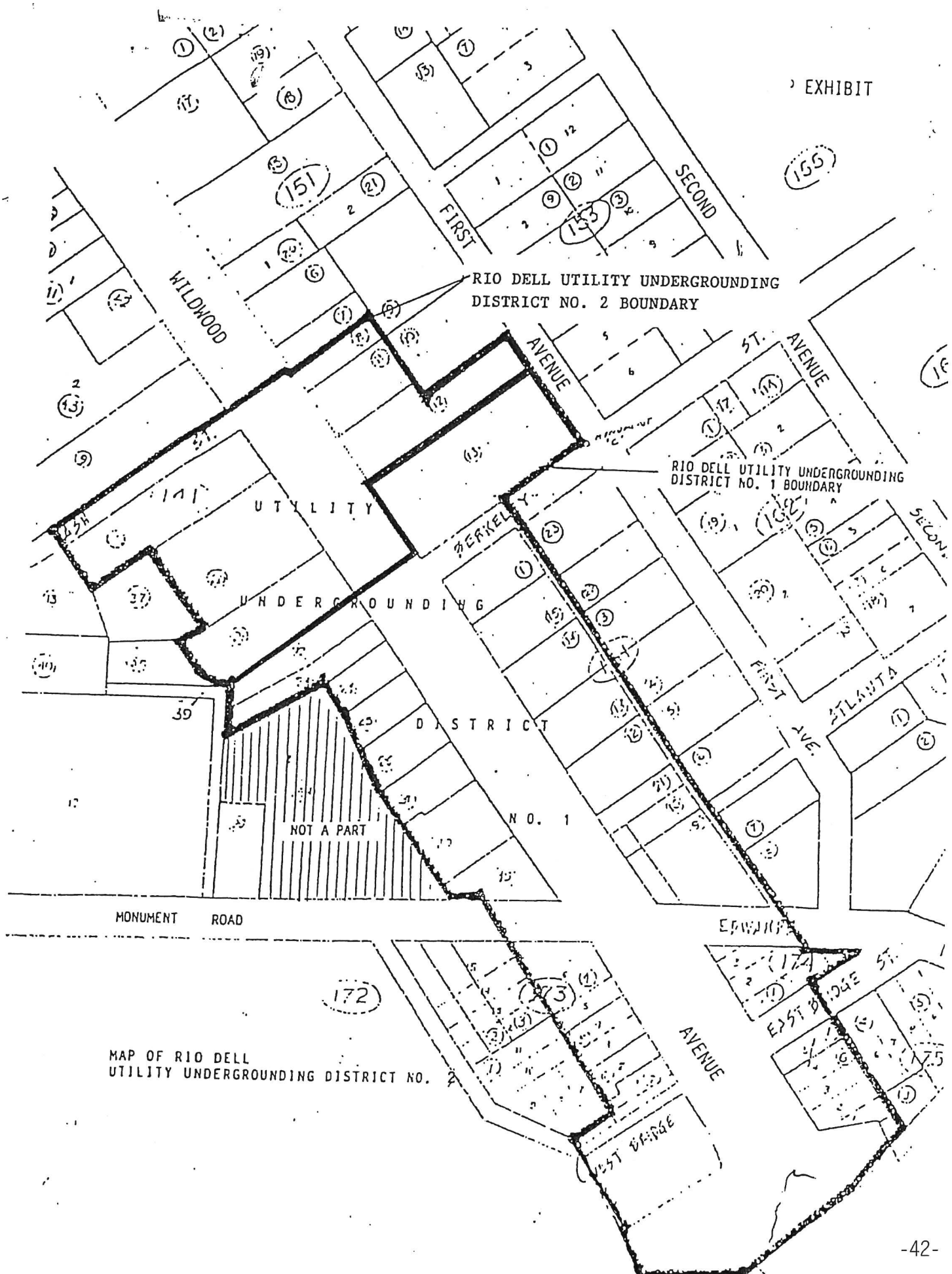
Thence North 52 degrees 52 minutes East 170.5 feet to the West line of the former State Highway;

Thence continuing Northeasterly 80 feet more or less to a point located on the East line of said State Highway 10 feet Northwesterly from the north corner of Berkeley Street with said State Highway;

Thence North 37 degrees 08 minutes West along the East line of the former State Highway 90 feet;

Thence North 52 degrees 52 minutes East 212.07 feet to the point of beginning.

EXHIBIT



MAP OF RIO DELL
UTILITY UNDERGROUNDING DISTRICT NO. 2

RESOLUTION NO. 1429-2019



**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL REAFFIRMING
RESOLUTION 683 REGARDING RULE 20A, UNDERGROUNDING OF UTILITIES**

WHEREAS the City was recently contacted by PG&E regarding the City's Rule 20A utility undergrounding account (work credits); and

WHEREAS Rule 20A is a tariff program designed to convert overhead electrical utilities to underground facilities; and

WHEREAS in May of this year the City received the Rule 20A Work Credit Reallocation Notice from PG&E regarding the possibility of reallocating 1,575 work credits from the City to the City of Live Oak; and

WHEREAS staff responded to the Notice requesting that the City's work credits not be reallocated to the City of Live Oak; and

WHEREAS PG&E requested information regarding the City's undergrounding district, including all the resolutions associated with the undergrounding district; and

WHEREAS staff provided the requested information; and

WHEREAS after reviewing the submitted information, PG&E recently contacted the City and recommended that because the most current resolution, Resolution No. 683 was adopted in 1995, that the Council adopt a new resolution reaffirming that the City would like to continue to pursue the undergrounding of utilities along Wildwood Avenue; and

WHEREAS the City is desirous of completing the undergrounding of utilities along Wildwood Avenue.

NOW, THEREFORE, BE IT RESOLVED that the City Council reaffirms Resolution No. 683 authorizing the underground installation of utilities, including electrical and communication facilities as identified in Resolution No. 683.

I HEREBY CERTIFY that the forgoing Resolution was PASSED and ADOPTED at a regular meeting of the City Council of the City of Rio Dell on July 16, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1429-2019 adopted by the City Council of the City of Rio Dell on July 16, 2019.

Karen Dunham, City Clerk, City of Rio Dell

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*



July 16, 2019

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Adoption of Resolution No 1430-2019 Supporting United States Bike Route 95
and Approval of Related Letter of Support.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Adopt Resolution No. 1430-2019 Supporting United States Bike Route 95 on the Pacific Coast
and Approving Related Correspondence for the Mayors Signature.

BACKGROUND AND DISCUSSION

Bicycle travel and tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists. As a community, we stand to benefit from this opportunity both economically and from the health and environmental related benefits of encouraging bicycle travel in our region.

The general route for the United States Bicycle Route (USBR) 95 in California begins in Crescent City and follows the general alignment of the California Coastal Trail to the US/Mexico border south of San Diego, staying as close to the Pacific Ocean as practical. USBR 95 begins at the Canadian border in Washington State and travels north and south along the entire west coast.

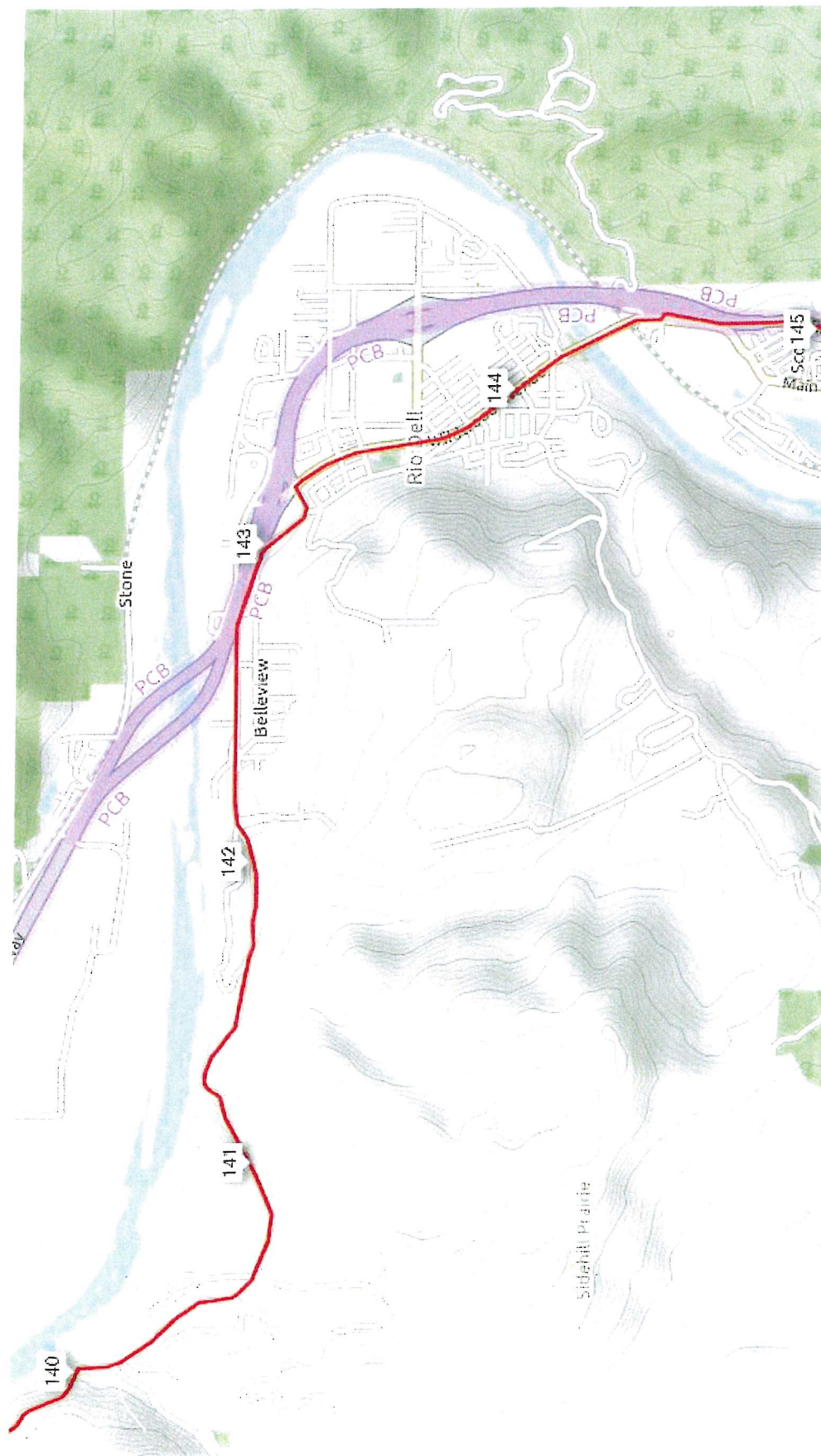
The American Association of State Highway and Transportation Officials (AASHTO) has designated a Bicycle Route corridor through California to be developed as USBR 95 that follows the Pacific Coast. Rio Dell lies within that proposed USBR 95 corridor. The proposed route for USBR 95 will provide a benefit to our residents and businesses, and will promote additional bicycle tourism in our area.

Attachments:

USBR 95 Route through Rio Dell
Resolution No. 1430-2019
Letter of Support

///

USBR 95 through Rio Dell California



RESOLUTION NO. 1430-2019

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
APPROVING AND SUPPORTING THE DEVELOPMENT
OF UNITED STATES BIKE ROUTE 95 REQUESTING OFFICIAL DESIGNATION
AND APPROVING THE POSTING OF SIGNAGE IN CITY RIGHT-OF-WAYS**

WHEREAS, bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists; and

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor crossing California to be developed as United States Bike Route 95 (USBR 95); and

WHEREAS, the Adventure Cycling Association and Cal Bike, with the cooperation of Caltrans, have proposed specific route to be designated as USBR 95; and

WHEREAS, the proposed route for USBR 95 comes through Rio Dell and can therefore provide benefits to our city; and

WHEREAS, we have investigated the proposed route and found it to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in our area.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Rio Dell as follows:

The City of Rio Dell hereby expresses its approval and support for the development of USBR 95, and requests that Caltrans get the route officially designated by AASHTO as soon as this can be achieved, and authorizes the posting of signs within Rio Dell right-of-way identifying the route through the city once the official designation has been made.

PASSED AND ADOPTED by the City Council of the City of Rio Dell, State of California, on July 16, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

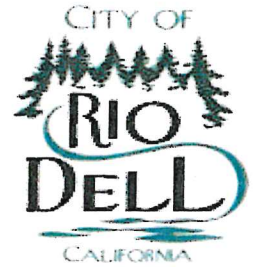
Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. 1430-2019 approved and adopted by the City Council of the City of Rio Dell on July 16, 2019.

Karen Dunham, City Clerk

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*



July 16, 2019

Caltrans District 1
Attn: Jason Price, Transportation Planner, and Paul Moore, Program Manager
1656 Union Street
Eureka, CA 95501

RE: Support for USBR 95 Through the City of Rio Dell

Dear Jason Price and Paul Moore,

The City of Rio Dell would like to offer our support for the designation of proposed U.S. Bicycle Route 95 (USBR 95) through our community. We recognize that bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists. As a community, we stand to benefit from this opportunity both economically and from the health and environmental related benefits of encouraging bicycle travel in our region.

The American Association of State Highway and Transportation Officials (AASHTO) has designated a bicycle route corridor through California to be developed as USBR 95 that follows the Pacific Coast. Our city lies within that corridor and we have reviewed the proposed route and found it to be suitable for bicycle tourists.

Thank you,

Debra Garnes, Mayor
City of Rio Dell

**675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532**




For Meeting of: July 16, 2019

☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director

Through: Kyle Knopp, City Manager 

Date: July 11, 2019

Subject: Retail Cannabis Applications

Recommendation:

That the City Council:

1. Consider Rio Dell Remedies request to extend the Conditional Use Permit application submittal deadline; and
2. Extend the deadline for application submittal to September 27, 2019.

Background and Discussion

At your meeting of June 4th, the Council identified three proposals in response to the City's Request For Proposals (RFP) for potential cannabis retailers in the Town Center zone. Rio Dell Remedies, Element 7 and the Proper Wellness Center were invited to make application for the required Conditional Use Permit (CUP).

Initially, applications were to be submitted on or before June 28th. All three entities requested that the deadline be extended. Staff administratively extended the deadline to July 26th. Rio Dell Remedies has requested an additional extension of at least sixty (60) days. Please see their

attached email, Attachment 1. Staff has no objection to extending the deadline to September 27, 2019. This would allow the applicants to obtain their local conditional approval and still make application to the State before the end of the year.

Staff does not recommend an extension beyond September 27th. This new, hard deadline will identify those entities that are serious on making application.

Attachment 1: Email from Lori Varaich, Rio Dell Remedies.

Kevin Caldwell

From: Lori Varaich [lori@lsvlaw.com]
Sent: Thursday, July 11, 2019 2:03 PM
To: Kevin Caldwell; 'Jennie Stepanian'
Cc: Kyle Knopp; Karen Dunham
Subject: Request to extend deadline for Cannabis Retail CUP

Dear Mr. Caldwell & Members of the Rio Dell City Council,

I am writing today to respectfully request that the City of Rio Dell extend the deadline to submit a CUP for a retail cannabis permit for a minimum of 60 days or longer as the Council sees fit. The reason for this request is based upon a significant change in "Rio Dell Remedies" corporate structure, specifically, it losing 2 of the 4 owners for a multitude of reasons, including, but not limited to, an incompatible value system and different levels of commitment to advance the economy and prosperity of the City of Rio Dell. The two remaining shareholders, Jennie Stepanian and I, are still very much dedicated to this project and would like to see the vision we sincerely presented at the City Council meeting on June 4, 2019 to be realized. However, at this time, we feel it is prudent to explore our options and hopefully find a mutually beneficial solution to our and the City's situations. Accordingly, we are submitting this request to have the City extend the deadline for the submission of the CUP in order to thoroughly research and plan on how to create a successful, sustainable and community friendly business in the City of Rio Dell.

We are grateful for your consideration.

Sincerely,
Lori S. Varaich
On behalf of Rio Dell Remedies

--
Lori S. Varaich, Esq.
Ph: 858-442-3309
Email: lori@lsvlaw.com

CONFIDENTIALITY NOTICE:

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City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
8070	6/04/2019	[0576] 101 AUTO PARTS	SD DRILL BIT, ROD CLIP; 4 EA CHAIN; 2 EA QUICK LINK, 2 EA BUTT CONNECTORS; 6 EA TRA CABLES; 3 EA CIRCUIT BREAKERS; FUSE	97.33
8071	6/04/2019	[6038] ACCURATE TERMITE & PEST SOLUTIONS	BI-MONTHLY PEST CONTROL @ 675 WILDWOOD AVE	275.00
8072	6/04/2019	[5235] ADVANTAGE FINANCIAL SERVICES	MONTHLY RODENT CONTROL @ 475 HILLTOP DR	193.00
8073	6/04/2019	[3975] AT&T - 5709	DOCSTAR USER LICENSES & SYSTEM SOFTWARE	41.13
8074	6/04/2019	[2303] COAST CENTRAL CREDIT UNION	FAX LINE EXPENSES FOR MAY 2019	120.00
8075	6/04/2019	[2304] COLLEGE OF THE REDWOODS	POA DUES FOR PPE 5/24/19	120.00
8076	6/04/2019	[6253] DAVIS, TENAYA	PERISHABLE SKILLS & FIRST AID/CPR/AED UPDATE CLASSES	120.00
8077	6/04/2019	[5127] DELTA DENTAL	CUSTOMER DEPOSIT REFUND	185.60
8078	6/04/2019	[2385] EUREKA READYMIX	DENTAL INSURANCE FOR JULY 2019	2,014.12
8079	6/04/2019	[3782] EUREKA-HUMBOLDT FIRE EXTINGUISHER CO., INC	CONCRETE BLOCKS	614.18
8080	6/04/2019	[2405] FORTUNA ACE HARDWARE	ANNUAL FIRE EXTINGUISHER MAINTENANCE SERVICE FOR PD	857.57
8081	6/04/2019	[2406] FORTUNA IRON CORP.	ANNUAL FIRE EXTINGUISHER MAINTENANCE SERVICE FOR PW & CITY HALL	188.97
8082	6/04/2019	[5765] GARNES, DEBRA	GORILLA BLACK TAPE; TWO 2X8X20 DF PT, TWO GAL DISTILLED WATER; TWO GAL WHITE DISTILLED VINEGAR, STRIKE ANCHOR; 6 LB PREEN WEED PREVENTER	314.20
8083	6/04/2019	[5052] GHD, INC	20 SQ 1/4 ALUMINUM PLATE	330.02
8084	6/04/2019	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	MEALS & MILEAGE PER DIEM TO ATTEND LLOC MEETING	6,164.75
8085	6/04/2019	[6299] JJACPA. INC.	ENGINEERING SERVICES FOR SRTS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	789.24
8086	6/04/2019	[6136] JUSTIN BARRINGTON dba JB FABRICATION	PIPET TIPS; SLUDGE JUDGE II COMPLETE DIAMETER DUBE; E-Z REACHER PRO 48'; TOTAL CHLORINE REAGENT SET DOR HACH CL17	7,988.92
8087	6/04/2019	[2501] KEENAN SUPPLY	FINANCIAL STMT AUDIT PLANNING, PREP & INTERIM FIELDWORK FYE 6/30/2019	1,994.04
8088	6/04/2019	[5689] MENDES SUPPLY COMPANY	FABRICATE FOUR GUARDRAILS & POWDER COAT	614.07
8089	6/04/2019	[2551] MIRANDA'S ANIMAL RESCUE	22 EA AYM BRASS COUPLINGS LEAD FREE	132.59
8090	6/04/2019	[4360] MODERN MARKETING, INC	TWO CASES PAPER TOWEL ROLLS	1,900.00
8091	6/04/2019	[2570] NILSEN COMPANY	ANIMAL CONTROL FOR MAY 2019	364.76
8092	6/04/2019	[5934] NORTH COAST JOURNAL	25 - FOLDING USB 2.0 FLASH DRIVES 256MB	136.69
8093	6/04/2019	[4393] NYLEX.net. Inc.	TWO WEED/GRASS KILLER BIGNTUFF	219.00
8094	6/04/2019	[3343] PITNEY BOWES RESERVE ACCOUNT	EMPLOYMENT ADVERTISEMENT FOR FISCAL ASSISTANT I/II THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT FOR FISCAL ASSISTANT I/II, EMPLOYMENT ADVERTISEMENT FOR FISCAL ASSISTANT I/II	2,618.07
8095	6/04/2019	[2619] PITNEY BOWES, INC.	MONTHLY MAINTENANCE FOR JUNE 15, 2019 THROUGH JULY 15, 2019	400.00
8096	6/04/2019	[5973] PRECISION INTERMEDIA	LENVO THINKCENTER; VIEWSONIC 27" LED MONITOR	98.11
8097	6/04/2019	[4338] QUILL CORPORATION	POSTAGE PURCHASE FOR RESERVE	30.00
			QUARTERLY LEASING PAYMENT 3/30/19 - 6/29/19	506.72
			MONTHLY WEB HOSTING FEE FOR JUNE 2019	
			INK CARTRIDGES FOR LASER JET PRINTER, TWO BOXES CLEAN EDGE LASER BUSINESS CARDS; 5X8 YELLOW RULED PADS; CORRECTION TAPE	

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
8098	6/04/2019	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR MAY 2019	428.38
8099	6/04/2019	[6561] ZACHERY S RICHARDSON	REIMBURSEMENT FOR LODGING TO ATTEND GRADE I WWTP PLANT OPERATOR	83.67
8100	6/04/2019	[2659] RIO DELL PETTY CASH	BATTERIES; BUDGET MEETING REFRESHMENTS; GLOVES; POSTAGE; SPRAY BOTTLE	107.93
8101	6/04/2019	[3755] SEQUOIA PERSONNEL SERVICE	FISCAL ASSISTANT /II TEMPORARY HIRE	138.06
8102	6/04/2019	[2693] SHELTON'S AUTO LUBE	FULL OIL CHANGE FOR 2014 FORD ENTERCEPTOR	55.00
8103	6/04/2019	[4525] SHERLOCK RECORDS MGMT	STORAGE SERVICE FOR MAY 2019	105.20
8104	6/04/2019	[2730] THRIFTY SUPPLY CO.	CONCRETE VALVE BOX & LID; THREE ROUND POINT SHOVELS	264.03
8105	6/04/2019	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 5/24/19	6,322.09
8106	6/04/2019	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JUNE	534.58
8107	6/04/2019	[2787] WYCKOFF'S	SIX PVC SCH80 NIPPLES	4.49
8108	6/12/2019	[3527] ALLIANT INSURANCE SERVICES INC.	CRIME INSURANCE 7/1/19 TO 7/1/20	998.00
8109	6/12/2019	[5381] ALTERNATIVE BUSINESS CONCEPTS	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2019	543.87
8110	6/12/2019	[5977] CARLOS ALVAREZ	CUSTOMER DEPOSIT REFUND	151.10
8111	6/12/2019	[2218] AMERICAN WATER WORKS ASSN	ANNUAL MEMBERSHIP DUES 7/1/19-6/30/20	433.00
8112	6/12/2019	[2273] CALIFORNIA RURAL WATER ASSOCIATION	2019 ANNUAL MEMBERSHIP DUES	777.00
8113	6/12/2019	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICES FOR JUNE 2019	2,075.00
8114	6/12/2019	[5944] COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL SERVICES FOR MAY 2019	35.00
8115	6/12/2019	[6075] DELGADO, ISIS	CUSTOMER DEPOSIT REFUND	203.01
8116	6/12/2019	[2889] EEL RIVER TRANSPORTATION & SALVAGE	TOWING SERVICES-FILE # AV19-96 FOR 1000 NORTHWESTERN AVE; TRAILER DEMOLITION & DISPOSAL	1,908.20
8117	6/12/2019	[6761] G3 ENGINEERING, INC.	THREE PUMPS; SIX REPLACEMENT TUBES	4,240.81
8118	6/12/2019	[5052] GHD, INC	ENGINEERING SERVICES FOR METROPOLITAN WELLS CLOSEOUT; TAC MEETINGS & TRANS PLANNING; PAVING PROJECT, ENGINEERING SERVICES FOR DRINKING WATER INFRASTRUCTURE IMPROVEMENT FUNDING, PLANNING & DESIGN PROJECT	3,549.50
8119	6/12/2019	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	SLUDGE JUDGE II	84.18
8120	6/12/2019	[5932] HIGH ROCK CONSERVATION CAMP	BRUSH REMOVAL - EDWARDS DRIVE	200.00
8121	6/12/2019	[2457] HUMBOLDT COUNTY CLERK-RECORDER	NOTICE OF DEFAULT COPY	5.00
8122	6/12/2019	[3943] HUMBOLDT COUNTY DEPARTMENT OF PUBLIC WORKS	CITY WIDE STREET SWEEPING MAY 2019	1,154.50
8123	6/12/2019	[2474] HUMMEL TIRE & WHEEL, INC	TIRE TUBE	20.56
8124	6/12/2019	[5912] ISAACSON, DUANE	CUSTOMER DEPOSIT REFUND	259.92
8125	6/12/2019	[3180] JENSEN, RANDY	CLOTHING ALLOWANCE REIMBURSEMENT	121.51
8126	6/12/2019	[6759] JUAN CARRILLO	REIMBURSEMENT FOR RENTAL CAR	214.92
8127	6/12/2019	[3483] MILLER FARMS NURSERY	GATE & LABOR TO INSTALL	765.56
8128	6/12/2019	[2569] NORTH COAST LABORATORIES, INC.	AMMONIA NITROGEN - UN-IONIZED; AMMONIA NITROGEN W/O DISTILLATION; HALOACETIC ACIDS; NITRATE/NITRITE; NITROGEN-TOTAL KJELDAHL; TOTAL PHOSPHATE PHOSPHORUS; TRIHALOMETHANES, BOD/NFR	550.00

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
8129	6/12/2019	[4338] QUILL CORPORATION	1 BOX DOUBLE WINDOW SECURITY ENVELOPES	73.48
			TWO STAMPS - CONFIDENTIAL/DRAFT	
8130	6/12/2019	[3755] SEQUOIA PERSONNEL SERVICE	FISCAL ASSISTANT I/II TEMPORARY HIRE	736.32
8131	6/12/2019	[4908] THE MITCHELL LAW FIRM, LLP	LEGAL SERVICES FOR MAY 2019, LEGAL SERVICES FOR MAY 2019, LEGAL SERVICES FOR MAY 2019, LEGAL SERVICES FOR MAY 2019	1,247.00
8132	6/12/2019	[2787] WYCKOFF'S	TUBING; COMPRESSION NUTS, SLEEVES & INSERTS	2.65
8133	6/18/2019	[2269] ADVANCED DISPLAY & SIGNS	CITY VEHICLE DECALS	434.64
8134	6/18/2019	[2237] BANK OF AMERICA BUSINESS CARD	DOLLAR GENERAL - HYDROGEN PEROXIDE, DOLLAR GENERAL - SWIFFER & MOP, ADOBE PRO PC MONTHLY SUBSCRIPTION, LEAGUE OF CA CITIES 2019 ANNUAL CONFERENCE & EXPO, COSTCO - TWO FUJI CAMERAS	3,716.82
			LOST COAST COMMUNICATION - EMPLOYMENT ADVERTISEMENT FOR FISCAL ASSISTANT I/II, CRAIGSLIST - EMPLOYMENT ADVERTISEMENT FOR FISCAL ASSISTANT I/II, ALCOPRO - 200 SENSOR IV MOUTHPIECE, TECH SHOPPE - DISPLAY PORT TO HDMI, CCMF 2019-20 MEMBERSHIP ASPHALT SEALCOATING DIRECT - QUIK JOINT 2" ASPHALT CRACK REPAIR TAPE, AMAZON - HP INK CARTRIDGES, AMAZON - 4 EA 36" EMERGENCY BAR LIGHTS, CWEA MEMBERSHIP, LODGING TO ATTEND LOCC MEETING, LODGING TO ATTEND REDWOOD EMPIRE LOCC, QUARTERLY MEETING NETWORK SOLUTIONS - WEB FORWARDING FOR DOMAIN NAME riodelcity.com	
			BATTERIES PLUS - DURACELL ULTRA 12V 7AH SLA BATTERY W/ F2 TERMINALS	
8135	6/18/2019	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 6/7/19	120.00
8136	6/18/2019	[2411] DEARBORN NATIONAL LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JULY 2019	338.16
8137	6/18/2019	[2340] DEPARTMENT OF JUSTICE ACCOUNTING OFFICE	BLOOD ALCOHOL ANALYSIS FOR MAY 2019	35.00
8138	6/18/2019	[2393] FASTENAL COMPANY	25 EA SS TRUBOLT WEDGE ANCHORS	74.53
8139	6/18/2019	[2405] FORTUNA ACE HARDWARE	GALV ADAPTER, PLUGS & ELBOWS	70.56
			CM PLIERS 2PC RETAN RING; CAMPER TAPE; ALL CLM WS ALLSTRIP	
8140	6/18/2019	[2406] FORTUNA IRON CORP.	SHIMS	114.75
8141	6/18/2019	[4922] GRUNDMAN'S SPORTING GOODS INC.	AMMUNITION, AMMUNITION	357.25
8142	6/18/2019	[5942] KEENAN & ASSOCIATES	HEALTH INSURANCE FOR JULY 2019	19,355.65
8143	6/18/2019	[6100] NORTHERN CALIFORNIA GLOVE	HARDHATS; GLOVES; EARPLUGS	401.84
8144	6/18/2019	[2603] PG&E	UTILITY EXPENSES FOR MAY 2019	20,540.35
8145	6/18/2019	[3755] SEQUOIA PERSONNEL SERVICE	FISCAL ASSISTANT I/II TEMPORARY HIRE	847.69
8146	6/18/2019	[2319] SUDDENLINK	MONTHLY BROADBAND, INTERNET & PHONE SERVICE 6/10/19 - 7/9/19	856.05
8147	6/18/2019	[5606] SWRCB/Safe Drinking Water State Revolving Fund	PRINCIPAL PAYMENT FOR DISBURSEMENTS THROUGH JUNE 13, 2019	68,000.00
8148	6/18/2019	[2730] THRIFTY SUPPLY CO.	GATE VALVE	64.56
8149	6/18/2019	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 6/8/19 - 7/7/19	59.33
8150	6/18/2019	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 6/7/19	6,351.10

City of Rio Dell
Check Listing for City Council Meeting

Ref#	Date	Vendor	Description	Amount
8151	6/18/2019	[6672] WEX BANK	PD FUEL EXPENSES FOR MAY 2019, PW FUEL EXPENSES FOR MAY 2019, ADMIN FUEL EXPENSES FOR MAY 2019, PD FUEL EXPENSES FOR JUNE 2019	2,762.48
8152	6/25/2019	[4109] ACCESS HUMBOLDT	SINGLE CAMERA, DESIGN & INSTALL BROADCAST EQUIPMENT FOR LIVE CABLECAST AND RECORDING	4,492.35
8153	6/25/2019	[6252] AXON ENTERPRISE, INC.	BODY CAMERAS	1,085.33
8154	6/25/2019	[3148] COUNTY OF HUMBOLDT	COST SHARE FOR CLIMATE ACTION PLAN	1,320.00
8155	6/25/2019	[2386] EUREKA RUBBER STAMP CO.	THREE NAME PLATES	40.06
8156	6/25/2019	[3385] EVANS MECHANICAL INC.	CLEAN & CHECK FURNACE; INSTALL NEW FILTERS, CLEAN & CHECK AIR CONDITIONER	607.79
8157	6/25/2019	[2393] FASTENAL COMPANY	CUT OFF WHEELS; NUTS & BOLTS, RETURN CUT OFF WHEELS, HEX CAP SCREWS	45.35
8158	6/25/2019	[5052] GHD, INC	STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	4,811.25
8159	6/25/2019	[6486] GREEN TO GOLD ENTERPRISES LLC	PVC BALL VALVE & THREADED BUSHING; BRASS 3/4" MHTXMP	12.75
8160	6/25/2019	[6136] JUSTIN BARRINGTON dba JB FABRICATION	FABRICATE & POWDER COAT FOUR GUARDRAILS, POWDER COAT RACK	2,494.04
8161	6/25/2019	[3755] SEQUOIA PERSONNEL SERVICE	FISCAL ASSISTANT /II TEMPORARY HIRE	920.40
8162	6/25/2019	[2709] STAPLES DEPT. 00-04079109	500 RETURN ADDRESS PRINTED ENVELOPES	141.36
8163	6/25/2019	[2719] STATE WATER RESOURCES CONTROL BD	WATER DISTRIBUTION OPERATOR EXAMINATION GRADE D1 FOR UTILITY I	50.00
8164	6/25/2019	[5166] VSP-VISION SERVICE PLAN	VISION INSURANCE FOR JULY 2019	408.45
8165	6/25/2019	[2787] WYCKOFF'S	FOUR CASES CHLORINE	156.20
8166	6/28/2019	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF JUNE 2019	352.24
Total Checks/Deposits				199,139.93

Ref#	Date	Vendor	Description	Amount
816-064	6/3/19	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/24/2019	-2,091.82
878311	6/3/19	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/24/2019	-12,162.08
19891570	6/6/19	WITHDRAWALS	BANK DEPOSIT SLIP BOOKS	-105.76
9424191	6/14/19	WITHDRAWALS	BANK ANALYSIS FEE FOR JUNE 2019	-44.45
1000102169	6/17/19	WITHDRAWALS	DEPOSITED ITEM RETURNED	-129.65
34901	6/17/19	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR JUNE 2019	-499.44
169-088	6/17/19	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/07/2019	-2,854.71
3349649	6/17/19	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/07/2019	-14,958.08
Total EFT's/Bank Withdrawals				-32,845.99

Ref#	Date	Vendor	Description	Amount
TRX TO PR	6/11/2019	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 06/07/2019	-36,666.58
TRX TO PR	6/25/2019	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER FROM CHECK TO PAYROLL ACCOUNT FOR PPE 06/21/2019	-33,135.19
Total Transfer Between Accounts				-69,801.77



Staff Update – 2019-07-16

City Council

City Manager

Responded to PRA Request Re: weed abatement

Coordinated weed abatement letters and action.

Worked with attorney on possible development project in the Avenues.

Met with PG&E to go over Public Safety Power Shutoff briefing. (attached)

Numerous discussions on how to proceed with park bond projects. Visited parks to create an inventory.

Discussions with electricians over updating City Hall electrical panel to accept generator connection. Scope under development and expected to be presented to the City council on August 6, 2019.

The Slurry Seal project for this year will be delayed until May or June of 2020. Bid results came back much higher than expected, likely due to the delayed issuance of the RFP. The other cities and the County agreed that rejection of all bids and readvertisement was desirable.

Attended the 1st Annual Economic Prosperity In our Counties (EPIC) Symposium put on by the County of Humboldt.

City Clerk

Processed five (5) Building Permit Applications:

- 1) 494 Walker Lane - PV Solar Systems
- 2) 135 Cedar St. – Re-Roof Residence
- 3) 360 Sequoia Ave. – Replace Water Line
- 4) 180 Cedar St. – Re-Roof Residence
- 5) 64 Davis St. – 100 Amp Electrical Panel Upgrade

Processed two (2) Encroachment Permit Applications:

- 1) Rob Flint – Curb, Sidewalk, Gutter and Utilities for Danco Project
- 2) PG&E – Replace Transmission Pole on No. Pacific near Freeway



Processed six (6) Business License Applications:

- 1) Clearheart Drilling – Non-Resident Contractor
- 2) Waterfall Painting & Renovation – Non-Resident Contractor
- 3) Grow Enterprises, LLC – Cannabis Operator
- 4) Redwood Coast Vacations – Vacation Rentals
- 5) Shane Miller Bius – Tattoo Artist
- 6) Don Rasmussen Electric – Non-Resident Contractor

Submitted Monthly CHF/CIRB Building Activity Report

Submitted Quarterly Seismic Report

Submitted Quarterly SB 1186 Report (Disability Access Fee Report)

Submitted Quarterly AB 1473 (California Building Standards Fee Report)

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of June 12, 2019 to July 9, 2019. This period of time saw a slightly larger than average number of calls for service, an average number of reports and a significantly above average number of arrests. Sergeant Beauchaine has been training Officer Fielder and their activity is split between the two officers.

Officer	Calls for Service	Reports	Arrests
Conner	19	5	1
Beauchaine	5	4	3
Carnahan	10	4	3
Landry	56	12	6
Mitchell	41	12	7
Valk	20	7	2
Fielder	42	2	2



Totals	198 (5 unassigned)	46	24
Averages	7.1 per day	11.5 per week	6.0 per week
2018 Yearly Average	5.1 per day	10.6 per week	3.6 per week

During the period of June 12 to July 9, 2019, there were nineteen calls for service related to animal control issues. Five dogs and eight kittens were transported to Miranda's Rescue. The owner of one of the dogs was located in Eureka and the dog was released to the owner with Shannon Miranda's permission. Another dog was found with a large open wound near the base of its tail. The dog was taken to the vet and it is believed that the wound is the result of a tumor that ruptured.

On July 2, 2019, Officer Nick Carnahan returned to full duty after recovering from an on-the-job injury. His return to work is partially responsible for the increase in the number of arrests.

Officers Valk, Mitchell and Landry attended active shooter training at Pacific Union School in Arcata. The training helps to integrate law enforcement, fire, and emergency medical services into a coordinated response. All of the full-time officers in the department have now received this training.

Officer Valk will be attending her National Guard training during the period of July 16 to August 8, 2019. Her unit is participating in a large maneuver in the Midwest that will encompass several thousand troops from all over the country and a few foreign contingents.

On July 4, 2019, Officers Mitchell and Carnahan were on patrol together, when Officer Carnahan spotted a man with a felony arrest warrant. The man realized that he was the subject of the officer's attention and fled into a Wildwood Avenue business. Officers Mitchell and Carnahan, assisted by officers from CalFire and the Fortuna Police Department secured the business and then began to search for the suspect. He was eventually found hiding behind an ice machine and taken into custody without further incident.

On July 4, 2019, a juvenile lit a legal firework and threw it through the front door of a Davis Street business. He then fled on a bicycle. The firework, spewing sparks and smoke, damaged the building in addition to causing some consternation amongst the customers. Officers Carnahan and Mitchell were able to identify the suspect through investigation and he was apprehended shortly thereafter. As Juvenile Hall would not accept him, he was cited for numerous charges, including arson, and released into the custody of a parent.

On July 7, 2019, Officer Landry notice a truck that appeared to be a U-Haul that had been painted white. The truck sported Arizona license plates. She ran the plates and found that the truck was still registered to U-Haul, but that the registration expired in 2018. She attempted to make a traffic stop, but the truck wandered at a slow speed through the Avenues until it came to a dead-end on Fourth Avenue, where the driver stopped. After speaking with the occupants, Officer Mitchell elected to tow the truck for the registration having expired more than six months previously. While conducting an inventory of the truck in preparation for having it towed, growing marijuana plants and a large amount of cash was found in the cargo area of the truck. The money was seized and the truck was towed and then secured. The occupants were cited for marijuana related crimes. The following day, a search warrant was obtained to thoroughly search the vehicle. In addition to the growing plants, a large quantity of concentrated



marijuana was found, along with the items necessary to load cannisters for use in a vape pen. Additional charges will be sought from the District Attorney's Office.

Code Enforcement

During the period of June 12 to July 9, 2019, the Department opened three new junk vehicle cases. During the same time period, the department closed four cases. All four vehicles were towed by the City. One of these was a large motorhome. There were two open junk vehicle cases at the end of the reporting period.

During the period of June 12 to July 9, 2019, the Department opened five new code enforcement cases. Two dealt with marijuana, two with excessive vegetation and one with illegal camping. During the same timeframe, the Department closed three cases, two dealing with excessive vegetation and one with solid waste. At the end of the reporting period, there were 62 open code enforcement cases.

The Department issued two Notices of Violation to the owners of properties on Stream Street and Dinsmore Ranch Road. Both houses had been used for the cultivation of marijuana without the proper permits.

Community Development Department

Inspections - Numerous inspections at the DANCO project.

Continue Work on Housing Element.

Inspection – Electrical Panel 64 Davis Street.

Inspection – Roof and Solar 166 Spring Street.

Meeting with Rio Dell Remedies.

Prepare Staff Report for PG&E's Rule 20A program.

Inspection – Final Inspection Humboldt 454 (Shawn Studebaker/Jessie Jeffries).

Plan Check Solar, inspection of electrical upgrades and solar installation 948 Rio Dell Avenue.

Meeting with Ryan and Heidi Schneider regarding conditions of approval.

Inspection – Underground electrical inspection Humboldt Brand.

Inspection – Framing inspection 645 Gunnerson.

Inspection – Electrical and Final 130 Webster Lane.

Meeting with Rio Dell Remedies.



Meeting with Randy Whitlow HRDBP re: sale of parcel, application requirements.

Meeting with Jessie Jeffries re: HRDBP. Purchase of McWhorter parcel.

Inspection – Siding and Sheetrock 440 Second Avenue.

Inspection – New windows 111 Spring Street

Inspection – Electrical panel 415 First Avenue.

Intergovernmental

Humboldt-Rio Dell Business Park

As of June 30, 2019, 16 full time jobs have been created and \$88,684 in revenue has been collected.



Community Wildfire Safety Program Public Safety Power Shutoff

Working Together To Protect Our Communities From Wildfires

Given the continued and growing threat of extreme weather and wildfires, and as an additional precautionary measure following the 2017 and 2018 wildfires, we are expanding and enhancing our Community Wildfire Safety Program to further reduce wildfire risks and help keep our customers and the communities we serve safe. This includes expanding our Public Safety Power Shutoff program beginning with the 2019 wildfire season to include all electric lines that pass through high fire-threat areas – both distribution and transmission.

We know how much our customers rely on electric service and that there are safety risks on both sides. We will only proactively turn off lines in the interest of safety to help reduce the likelihood of an ignition when extreme fire danger conditions are forecasted. While customers in high fire-threat areas are more likely to be affected, any of PG&E's more than 5 million electric customers could have their power shut off if their community relies upon a line that passes through a high fire-threat area.

Public Safety Power Shutoff Criteria

Our Wildfire Safety Operations Center (WSOC) monitors fire danger conditions across our service area and evaluates whether to turn off electric power lines in the interest of safety.

While no single factor will drive a Public Safety Power Shutoff, some factors include:



A RED FLAG WARNING

declared by the National Weather Service



LOW HUMIDITY LEVELS

generally 20% and below



FORECASTED SUSTAINED WINDS GENERALLY ABOVE 25 MPH AND WIND GUSTS IN EXCESS OF APPROXIMATELY 45 MPH,

depending on location and site-specific conditions such as temperature, terrain and local climate



CONDITION OF DRY FUEL

on the ground and live vegetation (moisture content)



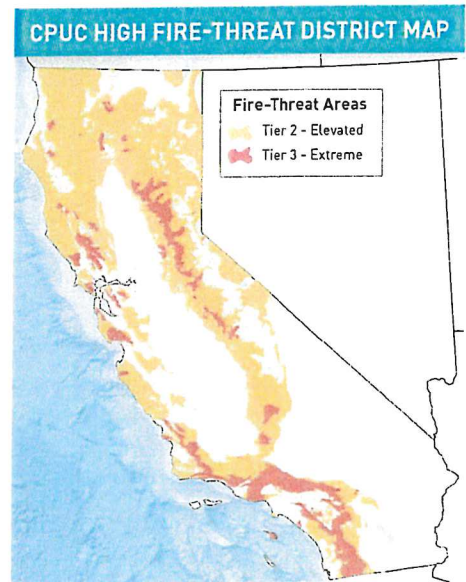
ON-THE-GROUND, REAL-TIME OBSERVATIONS

from PG&E's WSOC and field observations from PG&E crews

May 2019

Potentially Impacted Areas

- The most likely electric lines to be considered for shutting off for safety will be those that pass through areas that have been designated by the California Public Utilities Commission (CPUC) as at elevated (Tier 2) or extreme (Tier 3) risk for wildfire. This includes both distribution and transmission lines.
- The specific area and number of affected customers will depend on forecasted weather conditions and which circuits PG&E needs to turn off for public safety.
- Although a customer may not live or work in a high fire-threat area, their power may also be shut off if their community relies upon a line that passes through an area experiencing extreme fire danger conditions.
- This means that any customer who receives electric service from PG&E should be prepared for a possible public safety power outage.



Source: California Public Utilities Commission
cpuc.ca.gov/FireThreatMaps

PSPS Event Notifications

Extreme weather threats can change quickly. When possible, we will provide customers with advance notice prior to turning off the power. We will also provide updates until power is restored.

TIMING OF NOTIFICATIONS (when possible)

- **~48 HOURS** before power is turned off
- **~24 HOURS** before power is turned off
- **JUST BEFORE** power is turned off
- **DURING THE PUBLIC SAFETY OUTAGE**
- **ONCE POWER HAS BEEN RESTORED**

HOW WE'LL NOTIFY CUSTOMERS

We will attempt to reach customers through **calls, texts and emails** using the contact information we have on file. We will also use **pge.com** and **social media** channels, and we will keep **local news** and **radio outlets** informed and updated.

Working With Our Customers To Prepare

We are continuing to reach out to our customers and communities about wildfire safety and steps they can take to prepare their homes, families and businesses.

- **Update your contact info** by visiting pge.com/mywildfirealerts today to make sure we have your current contact information.
- **Identify backup charging methods** for phones and keep hard copies of emergency numbers.
- **Plan for any medical needs** like medications that need to be refrigerated or devices that require power.
- **Build or restock your emergency kit** with flashlights, fresh batteries, first aid supplies and cash.

Learn More

about PG&E's Community Wildfire Safety Program.



Call us at
1-866-743-6589



Email wildfire_safety@pge.com



Visit pge.com/wildfiresafety

Community Wildfire Safety Program City of Rio Dell

June 19, 2019



Together, Building
a Better California



Community Wildfire Safety Program



REAL-TIME MONITORING AND INTELLIGENCE

- Coordinating prevention and response efforts by monitoring wildfire risks in real time from our **Wildfire Safety Operations Center**
- Expanding our network of **PG&E weather stations** to enhance weather forecasting and modeling
- Supporting the installation of **new high-definition cameras** in high fire-threat areas



NEW AND ENHANCED SAFETY MEASURES

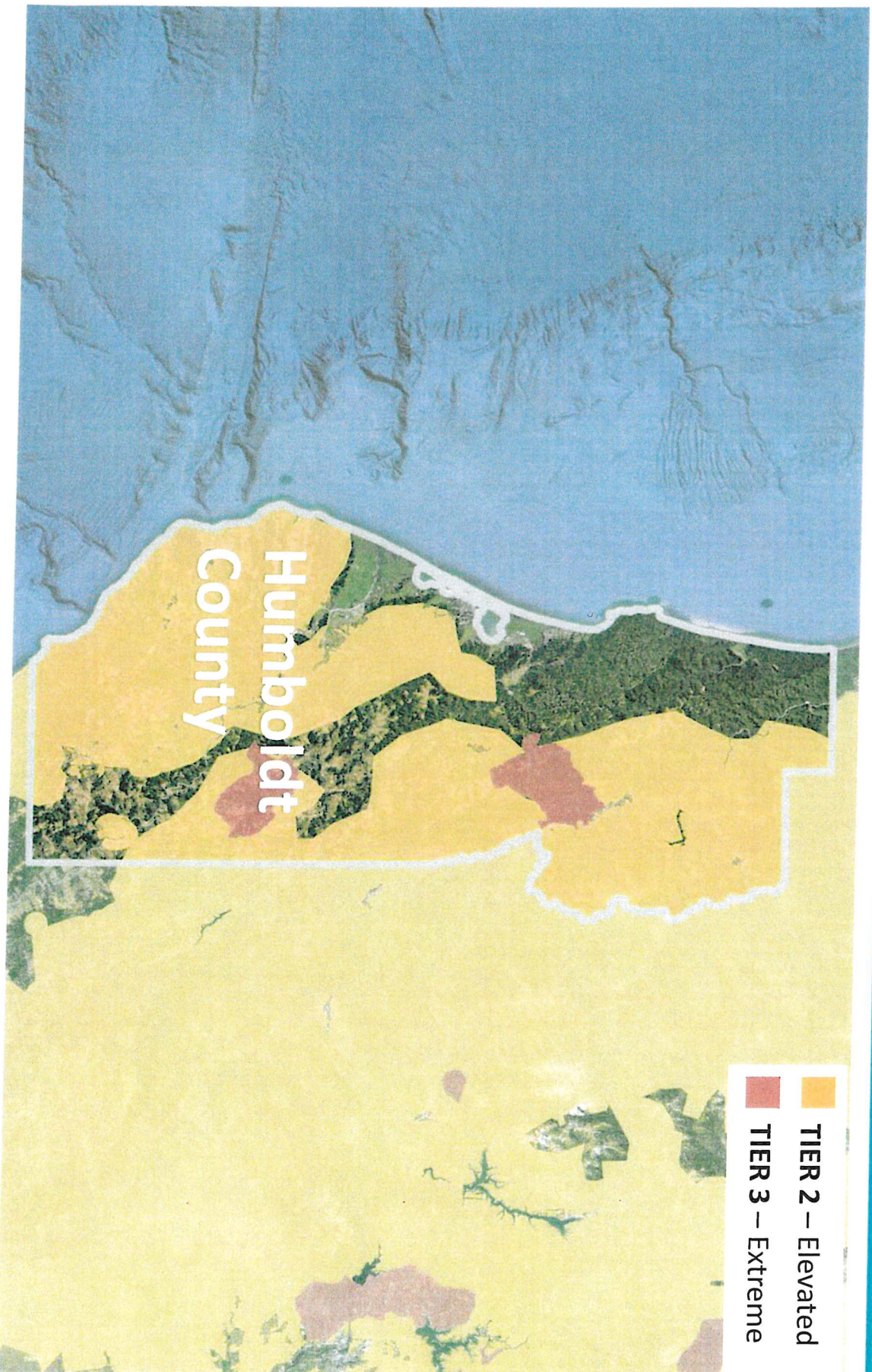
- Further enhancing vegetation management efforts to **increase focus on vegetation** that poses a higher potential for wildfire risk
- Conducting accelerated safety inspections of electric infrastructure in high fire-threat areas
- Disabling automatic reclosing of circuit breakers and reclosers in high fire-risk areas during wildfire season
- Proactively turning off electric power for safety (**Public Safety Power Shutoff**) when extreme weather and fire danger conditions are forecasted



SYSTEM HARDENING AND RESILIENCY

- Installing **stronger and more resilient poles and covered power lines**, along with targeted undergrounding
- Upgrading and replacing electric equipment and infrastructure to further reduce wildfire risks
- Working with communities to **develop new resilience zones** to provide electricity to central community resources during a Public Safety Power Shutoff event

CPUC High Fire-Threat District Map Humboldt County



Following the wildfires in 2017 and 2018, some of the changes included in this presentation are contemplated as additional precautionary measures intended to further reduce future wildfire risk.



Real-Time Monitoring and Intelligence

MONITORING wildfire risks in real time from our

24/7 Wildfire Safety
Operations Center

and coordinating **prevention and response efforts**

INSTALLING

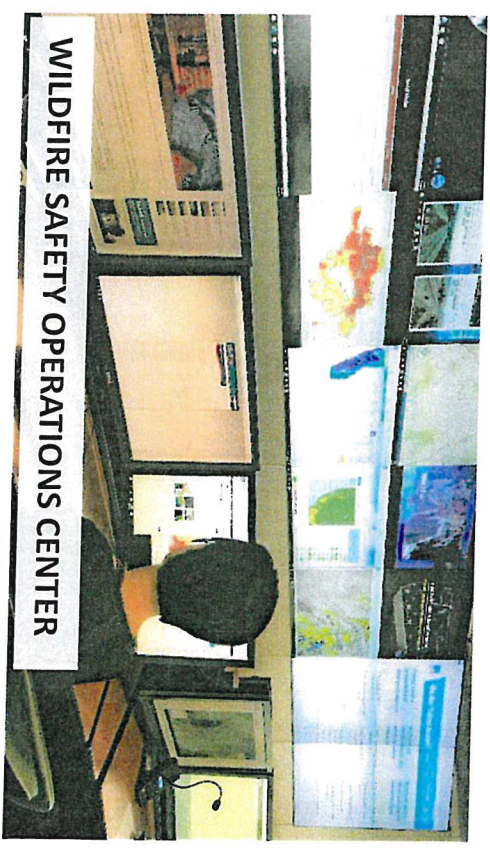
~1,300 new weather
stations by **2022**

Data available at mesowest.utah.edu

SUPPORTING the installation of

~600 high-definition
cameras by **2022**

Images available at alertwildfire.org

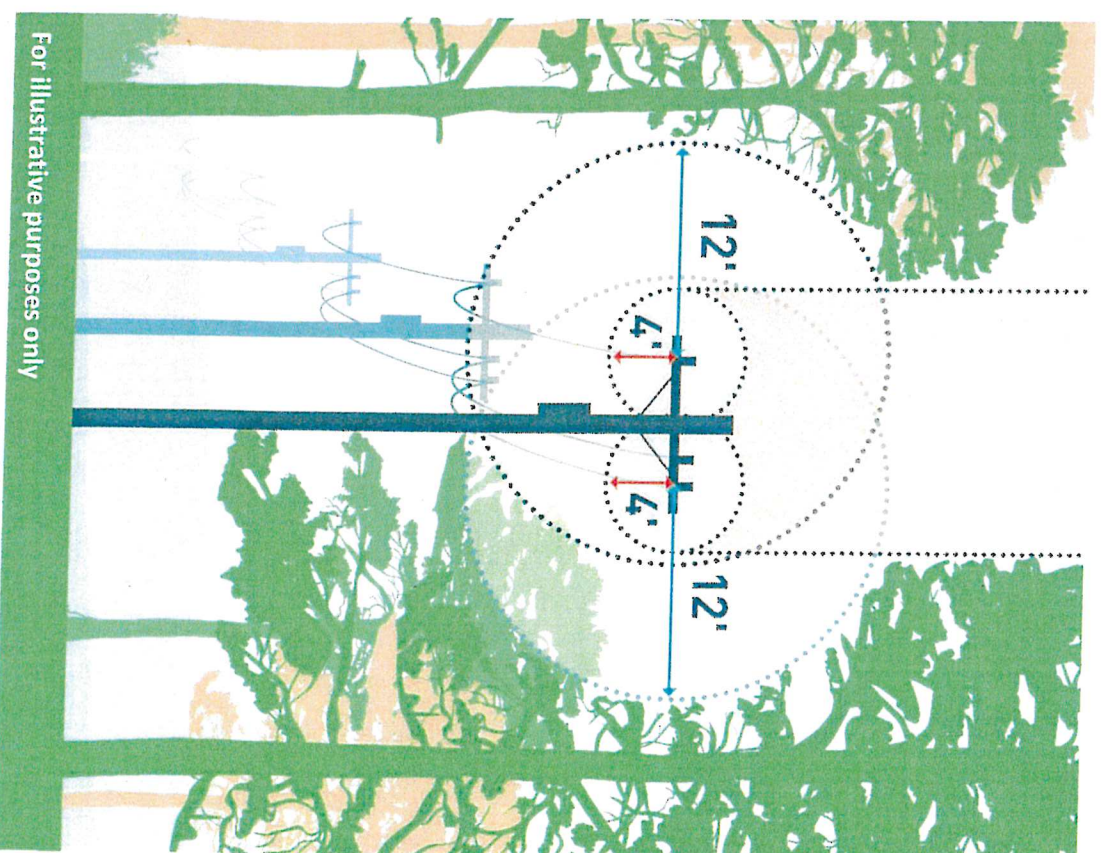




Enhanced Vegetation Management

We are expanding and enhancing our **Vegetation Management program** to further reduce wildfire risk

- Our enhanced vegetation management work includes the following:
 - ✔ **Meeting and exceeding state standards** for minimum clearances around the power line
 - ✔ **Addressing overhanging limbs and branches** directly above and around the lines
 - ✔ **Removing dead and dying trees** as well as specific tree species that have more frequently fallen into PG&E lines and caused an ignition
- We are working to complete this important safety work in **high fire-threat areas** over the next several years

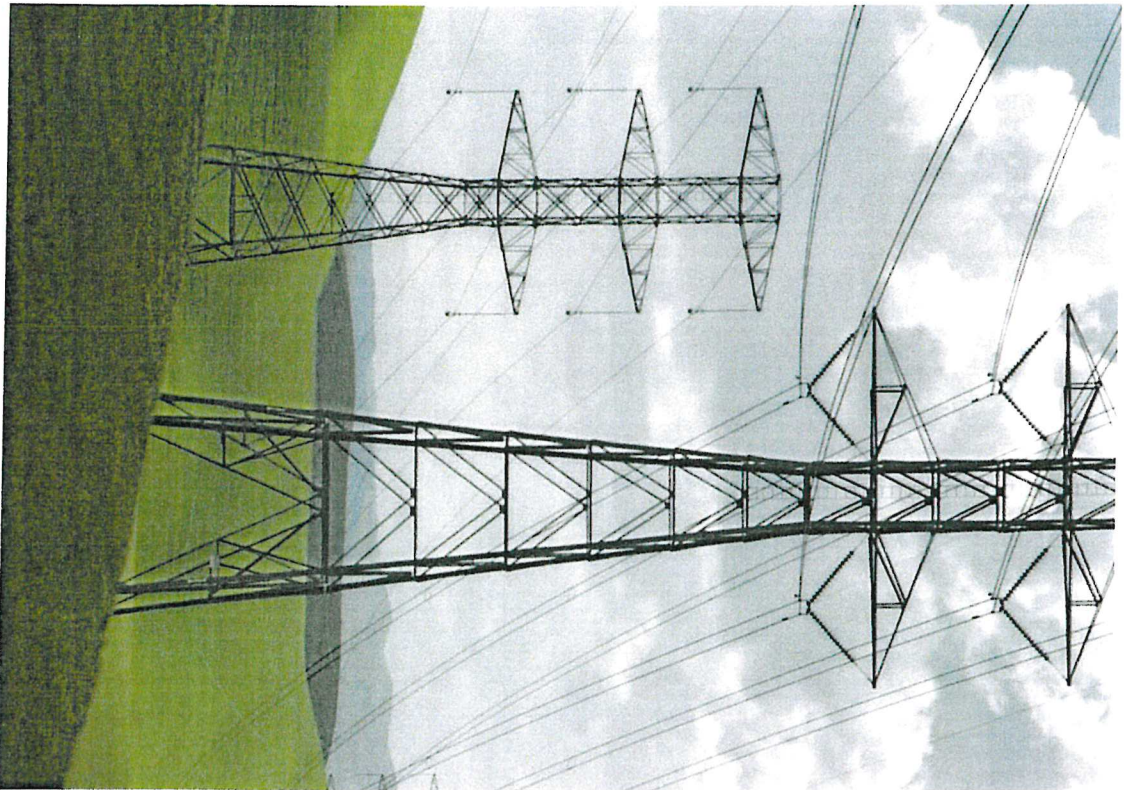




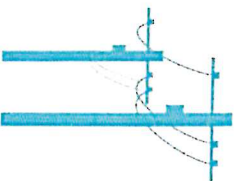
Wildfire Safety Inspections

As part of our enhanced wildfire safety efforts, implemented following the 2017 and 2018 wildfires as additional precautionary measures intended to further reduce wildfire risks, **we are conducting accelerated safety inspections of electric infrastructure in areas of higher wildfire risk (Tier 2 and Tier 3).**

- **We are conducting comprehensive inspections of electric towers and poles through visual and aerial inspections.**
- This work is being done as part of our Community Wildfire Safety Program, and is **in addition to our routine inspections and maintenance programs.**
- We are inspecting **substations and transmission and distribution lines** in high fire-threat areas.



Inspections Overview



Accelerated inspections of transmission and distribution poles and towers as well as substations in high fire-threat areas



Visual inspections (ground and/or climbing) performed by crews of up to four people



Aerial inspections by drones to complement and further enhance inspections



Helicopters for inspections and to deliver crews to remote locations

We are taking action right away to address any immediate risk to public safety found during the accelerated inspections



Electric System Maintenance and Repairs

We will evaluate inspection results to determine repair needs and associated timing. If any issues are found during the accelerated inspections that pose an immediate risk to public safety, we are taking action right away to address the issue.



- When inspections determine that repairs are needed, but there is not an immediate safety risk, we will follow our preventative maintenance procedures, consistent with state guidelines for high fire-threat areas.
- Repairs will depend on what we observe in the field but could range from installing new signs or electrical components to replacing poles or towers.
- Where possible, we will bundle work to minimize customer impact, particularly if we need to de-energize the line to safely complete the repairs.

System Hardening and Resiliency

Installing stronger and more resilient poles and covered power lines across approximately 7,100 line miles of highest fire-risk areas



Replacing equipment to further reduce risk to our system and tailoring upgrades based on terrain and weather conditions using more granular analysis of fire-prone regions



Piloting new resilience zones to allow PG&E to provide electricity to central community resources serving local customers during a Public Safety Power Shutoff (PSPS) event

Additional Safety Measures

To further reduce the risk of wildfires, we are **disabling automatic reclosing of circuit breakers and reclosers** on lines in high fire-risk areas during wildfire season.

Where we have remote control capability, we **disable reclosing based on a daily decision-making process** during times of elevated risk.

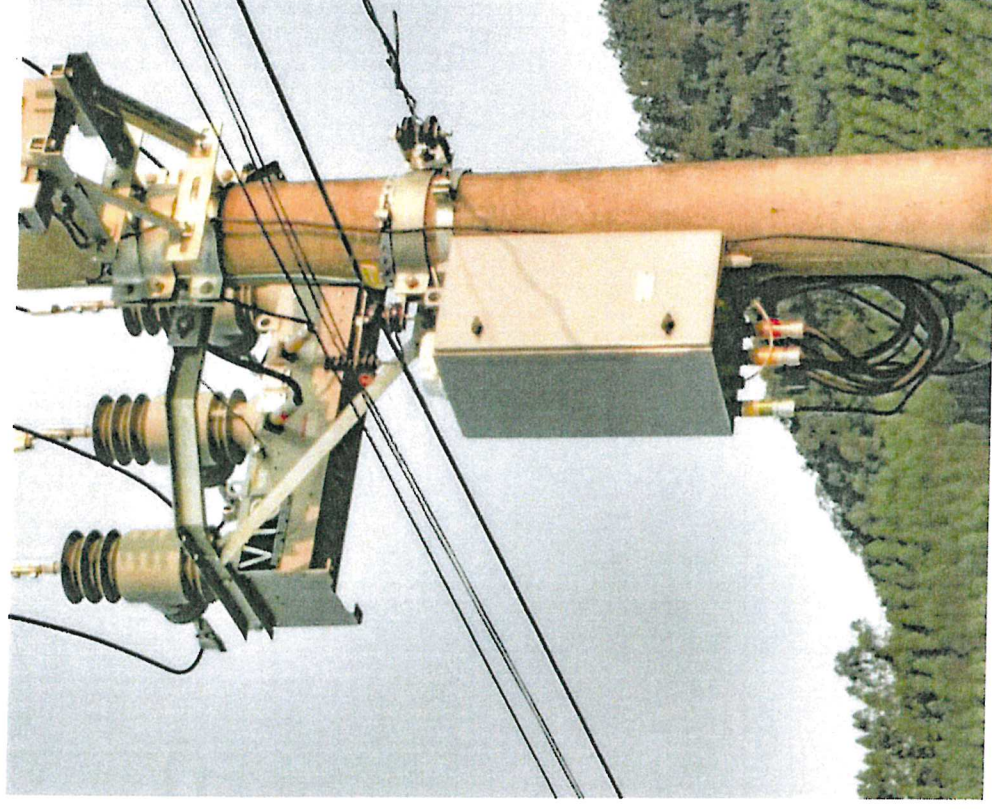
ENABLED

450 reclosing devices with remote capabilities in 2018

WORKING to enable nearly

300 additional reclosing devices with remote capabilities

in advance of the 2019 wildfire season





Public Safety Power Shutoff (PSPS)

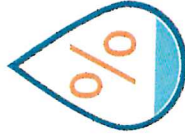
We monitor conditions across our system and evaluate whether to proactively turn off electric lines for safety when extreme weather and fire danger conditions are forecasted.

While no single factor will drive a Public Safety Power Shutoff, some factors include:



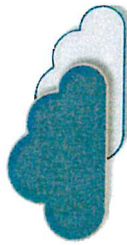
A RED FLAG WARNING

declared by the National Weather Service



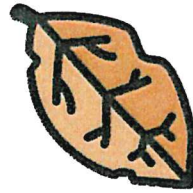
LOW HUMIDITY LEVELS

generally 20% and below



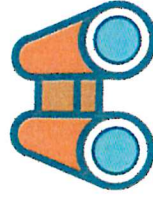
FORECASTED SUSTAINED WINDS GENERALLY ABOVE 25 MPH AND WIND GUSTS IN EXCESS OF APPROXIMATELY 45 MPH, depending on

location and site-specific conditions such as temperature, terrain and local climate



CONDITION OF DRY FUEL

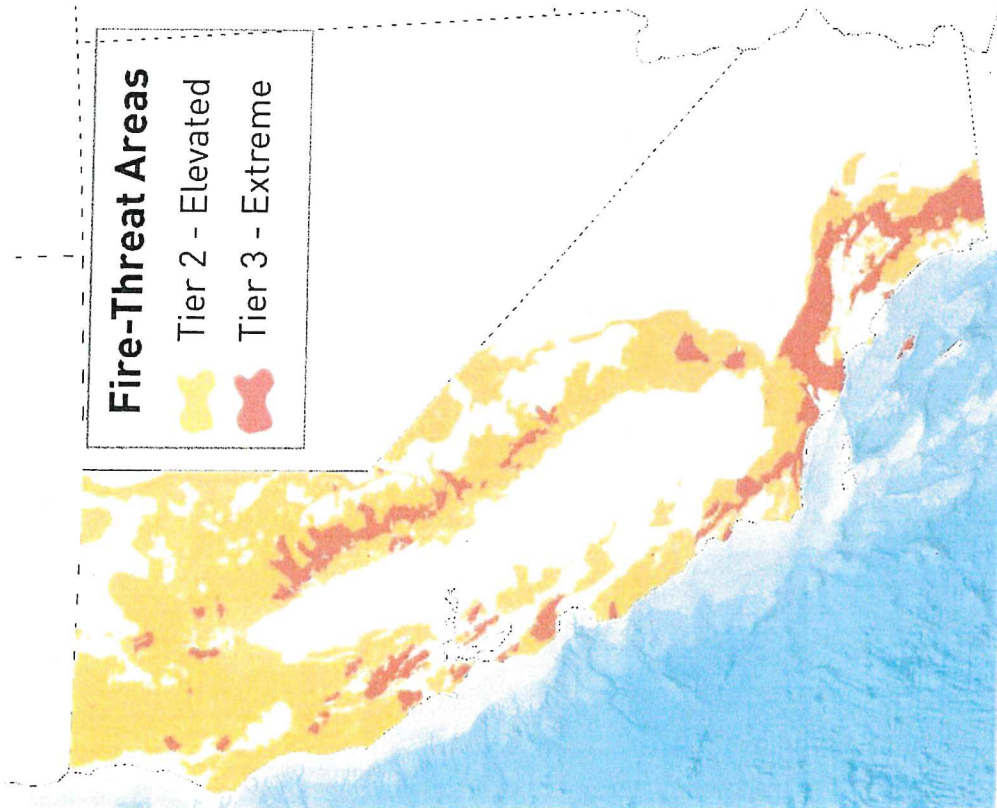
on the ground and live vegetation (moisture content)



ON-THE-GROUND, REAL-TIME OBSERVATIONS

from PG&E's Wildfire Safety Operations Center and field observations from PG&E crews

Public Safety Power Shutoff (PSPS)



Source: California Public Utilities Commission

- Beginning with the 2019 wildfire season, we are expanding our Public Safety Power Shutoff program to include **all electric lines that pass through high fire-threat areas – both distribution and transmission.**
- The most likely electric lines to be considered for shutting off for safety will be those that pass through **areas that have been designated by the CPUC as at elevated (Tier 2) or extreme (Tier 3) risk for wildfire.**
- Because the energy system **relies on power lines working together** to provide electricity, any of PG&E's more than 5 million electric customers could have their power shut off.

PSPS Event Notifications

Extreme weather threats can change quickly. Our goal, dependent on weather, is to provide customers with advance notice prior to turning off power. We will also provide updates until power is restored.

Timing of Notifications (when possible)

~48 HOURS before electricity is turned off

~24 HOURS before electricity is turned off

JUST BEFORE electricity is turned off

DURING THE PUBLIC SAFETY OUTAGE

ONCE POWER HAS BEEN RESTORED



City/County/Agency Notifications

We will make every attempt to provide notice in advance of notifying customers through:

- Phone calls/emails to primary contacts
- Automated notifications to send alerts through multiple channels
- Provide customer alerts to share via channels, such as city or county website, Nixle, Nextdoor and Reverse 911

Customer Notifications

We will attempt to reach customers through calls, texts and emails. We will also use social media and keep local news and radio outlets informed and updated.



Working to Restore Power

We will only restore power when we are certain it is safe to do so. We expect to be able to visually inspect the system for damage and restore power to most of our customers within 24 to 48 hours after extreme weather has passed.



Because extreme weather can last several hours or days, for planning purposes, we suggest **customers prepare for outages that could last longer than 48 hours.**

Working With Our Customers to Prepare



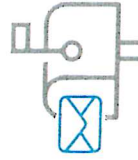
Reaching out to approximately 5 million customers and asking them to update their contact info at pge.com/mywildfirealerts



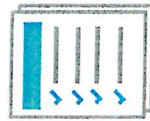
Holding answer centers and open houses (as needed) in advance of and during wildfire season



Mailing postcards to customers that do not have contact information on file



Providing tenant education kits to Master Meter customers



Conducting additional outreach to customers in high fire-threat areas through direct mail, preparedness checklist and email campaign



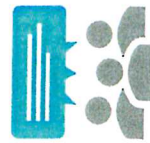
Placing calls and doing additional outreach to Medical Baseline and Medical Baseline-eligible customers in high fire-threat areas



Launching broad public safety advertising campaign



Continuing to share information through pge.com/wildfiresafety



Partnering with community leaders, first responders and public safety authorities around PSPS preparedness and coordination



Engaging with organizations for our customers who have specific needs to explore ways we can partner

Learn More

We welcome your feedback and input

For questions regarding PG&E's Community Wildfire Safety Program, please contact:

- **Alison Talbott**
 - 707-445-5632
 - Alison.Talbott@pge.com

Please direct customers with questions to:

- Call us at **1-866-743-6589**
- Email us at wildfiresafety@pge.com
- Visit pge.com/wildfiresafety



As a critical partner in emergency response, we want to notify you about a potential Public Safety Power Shutoff in your area, when possible. Please provide the best phone numbers and email addresses for your organization.

